

Conservation Commission
Milfoil Committee

For Thursday, April 3, 2014 @ 9:00 AM @ PSB Training Room

Members Present: Chairman Karin Nelson, Secretary Ginny Gassman, Al Hoch, Bev Nelson, Cathy Cunningham, Paul Ardito, Scott Bartlett, Paul Daisy

Members Absent: None

Others Present: Dave Joyce

The meeting began at 9:00 AM.

Al moved to allow Scott Bartlett to participate by phone. The motion was seconded by Ginny and passed unanimously.

Agenda

I. Approval of Minutes:

Karin moved to approve the minutes of Feb 19, 2014 and Jan 29, 2014 as written. The motion was seconded by Bev and passed unanimously.

II. Old Action Items:

The committee discussed and agreed to begin organizing the minutes in terms of action items and that for each meeting the agenda will consist of the action items going forward.

A1: Each member responsible for a project secure a backup person who has all the necessary information to do the work in your absence – **On going**

Scott has agreed to serve as Al's backup in his absence.

A2: 1/29/14 minutes posted – **Done**

A3: Explore finance procedures – Paul A. – **On going**

A4: Schedule meeting with Amy Smagula and ACT – Paul D. – **On going**

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The timing of the meeting will need to be after ice-out.

A5: Election of Chair. - **Done**

Cathy Cunningham moved that Karin Nelson be the new chairman of the committee. Paul Ardito seconded the motion and it was carried unanimously.

A6: Video available to public – Karin and Scott. – **On going**

There are two videos; the longer one has been posted on the committee website. Karin will also have the shorter video posted on the website.

A7: Committee Time Line - Scott Bartlett – **Done**

Scott created a draft of the committee time line, which is the list of activities that the committee manages on an annual basis. During the meeting, this list was revised to include the responsible committee member for each activity. The timeline is included at the end of the meeting minutes.

III. Other Business

Peter's documents:

Karin has melded most of Peter's committee related books, papers, and information, into her files. A small flash drive included logs and QC reports. A large flash drive included the abutters notification list from 2014. Karin gave the flash drives to AI for his review.

ESRI ArcGIS mapping application

AI has abstained himself from the meeting for this part of the discussion. Cathy was seated in place of AI.

The ESRI ArcGIS program has been used in the past for making maps to tell the divers where to work. There is now a charge for the software, which is also used by DES and AB Aquatics. AI has been told that he should be able to get past data from the old free version of the software to the new paid version.

AB Aquatics is proposing that they buy the five seats of the software for \$2500. IF the MMC reimburses them \$1000 per year, they would then allow the town to use three seats for the administration of our milfoil harvesting.

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There is also a possibility that we could get the software via the town.

Paul D. suggested checking that Amy will still be using this software going forward. Also, the question needs to be asked if we could get our data, should we be working with a different harvesting contractor in the future.

Paul D. moved that we authorized up to \$1500 to get access to the ArcGIS software, seconded by Paul A. and approved unanimously.

ABA Survey Boat:

ABA has a boat that Al uses for surveys as an MMC member. ABA asks that we pay for oil and gas and an end of the year winterization for this boat.

Paul D. moved to authorize payment of oil and gas and winterization of up to \$500 for use of the 18-ft boat for committee survey purposes, seconded by Scott and passed unanimously.

Weed Watcher's Training:

The training is May 18th at the library. Bev will be working on doing publicity for the entire day to try to bring in new volunteers. Dave and Al will coordinate on the diving portion.

Karin suggested that all those interested in the diver/surveying initiative come to weed watchers training. Bev has the contact info. Amy will include info on diving snorkeling during the weed watcher training. Dave suggested there be a small, separate agenda after the weed identification section for the divers and snorkelers. Al would also like to have a separate meeting to describe locations for this work.

At the last MJB meeting, Karin and Scott invited Tuftonboro and Wolfeboro to the training. Bev is to invite contact people from Lake Kanasatka.

New Member:

Bev moved that we nominate Dave Joyce as an alternate to the milfoil committee. The motion was seconded by Al and approved unanimously.

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IV. New Action Items

A8: Vote to place the Moultonborough (Lake Winnepesaukee) Long-Term Management Plan Update on town web pages

A9: Complete spring Moultonborough town newsletter due April 30 - Karin

A10: Appoint a liaison to the conservation committee – Done

The liaison will be Al Hoch.

A11: Complete web page updates – Bev and Al. - On going

The committee discussed whether the annual tasks list should be put back on the website. The former list included items such as maintaining a homeowners associations list. The committee concluded that adding the annual reports with accomplishments would be appropriate for on that spot on the website.

A12: Documentation of committee accomplishments – Ginny – On going

Karin shared info from Peter's report on the list of committee accomplishments, with the intent to keep a running list. Ginny will pull out info from minutes to maintain a rolling list going forward, with the rest of the group contributing.

A13: Take over keeping the committee expenditures organized and summarized. This will include the "spend-to-date" information – Al

A14: Meeting with Carter next week to discuss the processes of invoicing, working with the Selectboard to release funds, and general finances. – Karin, Scott, and Paul A.

A15: Obtain access to ArcGIS app for this season – Al

A16: Invite Lake Kanasatka contacts to weed watchers training and other promotion – Bev

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V. Attachment – Committee Timeline

Moultonborough Milfoil Committee Annual Activities

(S. Bartlett, 3-31-14

Revised G.Gassman, 4-3-14)

November

- Prepare Lake Host annual budget. - PA

- Prepare annual budget and submit to Conservation Commission, Board of Selectmen and Budget Committee for inclusion in Town Warrant. – Chairman

January

- Update 5 Year Plan with DES. – Amy, PD

- Initiate DES Grant Application - PD

February

- Prepare projected treatment plan for year with supporting maps – AH

- Forward notification list from Town to Vendor - PD

- Initiate DES Herbicide Application Permit for Spring, Summer and Fall - PD

- Initiate Grant Application for Lake Host program with NH Lakes Association - PA

- Attend Town Budget meetings and support the Warrant Article for Milfoil Trust funding - Chairman

- Prepare news articles to support Milfoil funding - All

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March

- Attend Town Meeting and vote on Town Warrant - All

- Sign contracts with Herbicide and DASH Harvesting contractors - Carter

- Send initial notification of herbicide treatment to abutters - GG

April

- Identify and recruit volunteers for Committee work, Weed Watchers and Lake Hosts - All

- Request authorization from BOS to utilize Trust Fund for Milfoil and Lake Host expenses - Chairman

May

- Support DES survey to validate herbicide treatment areas for Spring and Summer applications - AH

- Commence Diver/DASH harvesting, mid-May thru September - AH

- Conduct Lake Hosts and Weed Watcher training – CC, BN

- Commence Weed Watcher Surveys and reports for next 5 months. (Due by 10th of ea. month) - BN

- Commence weekend Lake Host coverage of launch ramps, Memorial Day thru Labor Day - CC

- Commence quality assurance verification of harvested Milfoil, May thru September – KN

- May - October perform QC on DASH and hand pulling. – KN

- May - October, approve invoices – Chairman

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- May - October, solicit Board of Selectmen approval for expenditures - Chairman

June

- Send certified notification of pending herbicide application to abutters - GG
- Post signs for pending Herbicide application on roads serving abutters - GG
- Commence Spring Herbicide Treatment in DES designated and permitted areas – PD
- June through August, Weed Watcher surveys and reports - BN

July

- Commence underwater weed watching of key areas using volunteer snorkelers & divers - BN
- Commence use of Tri-Town Dash Boat by harvesting contractor and complete inventory check - AH
- Commence Summer herbicide treatment in Bridal Shiner areas after 7-15 - PD

August

- Post removal of water use restrictions from June treatment on town web-site - PD
- Support DES survey to validate herbicide treatment areas for Fall application - AH
- Send certified notification of pending herbicide application to abutters - GG

September

- Post signs for pending Herbicide application on roads serving abutters – GG
- Complete Lake Host Season Survey - CC

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- Commence Fall herbicide treatment in DES designated and permitted areas – PD
- Complete Weed Watchers report - BN

October

- Review program results with DES, Herbicide and Harvesting Vendors – Chairman/AH
- Prep year-end summary report with statistics – KN
- Complete QC report - KN

November

- Deliver year-end report to Conservation Commission and Board of Selectmen - Chairman
- Solicit bids from Vendors for Herbicide Treatments and Diver/DASH harvesting for next year - Amy

December

- Prepare draft action plan for coming year - All
- Prepare Committee annual report for publication in Town Report – Chairman

All Year

- Liaise with the State – PD
- Post meeting minutes and agendas - GG

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VI. Next Meeting

The next meeting is scheduled for Wednesday, May 7th at 9AM in the training room at the Public Safety Building.

VII. Adjournment

The meeting was adjourned at 10:46 AM.

Respectfully Submitted,

Ginny Gassman

Moultonborough Milfoil Committee, Secretary

Karin Nelson

Moultonborough Milfoil Committee, Chairman