

**Conservation Commission
Milfoil Committee**

For Wed., May 7th 2014 @ 9:00 AM @ PSB Training Room

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

Members Absent: Cathy Cunningham, Dave Joyce, Paul Ardito

Others Present: Bob Goffredo

The meeting began at 9:00 AM.

Agenda

I. Approval of Minutes:

Al moved to approve the minutes of May 4, 2014 as written. The motion was seconded by Paul Daisy and passed unanimously.

II. Discussion

1. The change in the minutes format was approved by the committee.
2. Town warrant article 5

There is a new town regulation that you can't be on committees when there is a conflict of interest. There is a potential problem with Al working for AB Aquatics and also on this committee. Carter Terenzini has said that we can address this by writing up disclosures. The regulation will not take effect until July and then there will be 90 days to deal with the disclosure. Karin sees this as something that we can work in the winter.

3. Dive Boat with AB Aquatics: The ABA boat will be operated by Al and any passengers would be volunteers. This should not be an insurance problem, but Carter Terenzini will confirm.
4. Certified mailings: The target date for the June certified abutters mailings is the first week in June. Amy will have done a survey prior to our May 27th meeting.

Conservation Commission
Milfoil Committee

For Wed., May 7th 2014 @ 9:00 AM @ PSB Training Room

Ginny reported that in 2013 we saved about \$1400 by doing mailings with volunteers.

III. Old Action Items:

A1: Each member responsible for a project is to secure a backup person who has all the necessary information to do the work in his/her absence –

Bev and Ginny will back each other, as will Cathy and Paul A., Karin and Paul D. Al and Scott. Done

A3: Meeting with Carter to discuss the processes of invoicing, working with the Select board to release funds, and general finances. – Karin, Scott, and Paul A. - Done

The committee discussed the details that came out of the meeting:

According to Carter Terenzini the contracts have to be in place before we can work any invoices.

The ACT contract needs to be submitted to the town. Scott thinks it's already in process. Paul asked Carter to please execute the contract. Paul will double-check with Marc B.

ABA is getting a fee schedule so it can be molded into a contract for the coming year. This would include the fees for the small boat.

Karin will track expenses because she has to look at invoices anyway. Scott suggested a spreadsheet/balance sheet format, with groupings of lake host expenses; herbicide costs; hand pulling expenses.

Going to selectmen asking for approval for specific expenses is not necessary as long as there is a budget already approved. Scott/Karin submitted the budget on April 10. The amount of \$193,775 was approved by the Select Board. At the end of the season, we may have to go back to get expenses approved that may be above and beyond this budget. There is approximately \$52K available in the trust. The committee discussed if we'd like to go from year to year with a balance of around \$50K in case the warrant article is not approved in the future, but most did not agree that was necessary.

Conservation Commission
Milfoil Committee

For Wed., May 7th 2014 @ 9:00 AM @ PSB Training Room

A4: Schedule meeting with Amy Smagula and ACT – Paul D. – Done

This meeting is scheduled for 5/27 at 3:15 in the Town Hall.

A6: Video available to public – Karin and Scott. – Done

The videos have been posted on the town website.

A8: Place the Moultonborough (Lake Winnepesaukee) Long-Term Management Plan Update on town web pages - Done

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

A11: Complete web page updates – Bev and Al. - On going – Remove from agenda going forward.

A12: Documentation of committee accomplishments – Ginny – On going

A13: Take over keeping the committee expenditures organized and summarized as a monthly update. This will include the “spend-to-date” information – Karin – On going
Changed responsible person from Al to Karin.

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

ArcGIS: The town can get one seat (desktop license) in the town office, plus one online access for \$1425, plus \$400 for each subsequent year. Al has verified that we can use all the old data with the new seat. The MMC work will be folded into the town GIS system as a layer.

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

Bev hasn't gotten a response yet. Representatives from Wolfeboro are coming to the training. Bev emailed all 2013 weed watchers and invited

Conservation Commission
Milfoil Committee

For Wed., May 7th 2014 @ 9:00 AM @ PSB Training Room

them. Bev recently recruited a new weed watcher from Crosswinds. Bev will set up personal training for those who cannot attend the training.

IV. Other Business

The annual activities list revision was distributed by Scott to be published in the minutes by Ginny (below).

Scott will attend Conservation Commission meetings on behalf of the Milfoil Committee instead of Al.

Lake hosts: Bob G. has asked Balmoral residents to volunteer as lake hosts. Bob has not had people coming forward to volunteer. Bob is considering asking Balmoral residents for a donation for the committee. This cannot be mingled with the public funds, but this can be done.

New proposed state pesticide rules: There are procedures to expedite permitting, but they haven't been used in our case. The certified mailings are still an issue. Paul believes that posting at the abutter houses would be more effective. The response is that they can now send an email with a certified signature return. Paul is checking with Amy if she understands what the technical requirement is.

Fishing Tournament dates:

- 7/12, 8/23, 8/30: Lee Mills
- 5/7, 10/4: States Landing

Demo Areas: Karin would like to revisit the idea of four areas we can keep an eye on so we can track the effectiveness of 100% harvesting each year, over the years. Amy may have some areas identified in the 5 year plan. This will be on the agenda for the next meeting.

V. New Action Items

A17: Scott will work with Amy to get Harilla and Balmoral ramps posted with the state milfoil warnings.

**Conservation Commission
Milfoil Committee**

For Wed., May 7th 2014 @ 9:00 AM @ PSB Training Room

A18: In the billing cycle, there are usually expenses from ACT for the permitting process. Karin will ask Carter about what has been paid out already. Karin to make sure she is seeing all invoices to approve before they get paid. Karin to make sure that Amy gets copies of approved invoices for the permitting process.

A19: Al to check to see if it is feasible to mark demo areas.

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**Conservation Commission
Milfoil Committee**

For Wed., May 7th 2014 @ 9:00 AM @ PSB Training Room

VI. Attachment

Moultonborough Milfoil Committee

Annual Activities

Revised: G. Gassman, 4-3-14

S. Bartlett, 5-7-14

These activities have been identified as critical to the success of the Moultonborough Milfoil Committee. Each activity has a primary person identified who is responsible for the completion of that activity and where applicable, a back-up person for that activity.

This list should be reviewed and updated annually.

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 (KN)
- Prepare news articles to support Milfoil funding - All

Conservation Commission
Milfoil Committee

For Wed., May 7th 2014 @ 9:00 AM @ PSB Training Room

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

- Prepare a detailed Milfoil Expense Plan for the current year and request authorization from BOS to utilize Trust Fund for Milfoil and Lake Host expenses – Chairman (KN, SB)

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

- April - October, approve invoices, send to accounts payable, and track all expenses vs. budget – Chairman (KN,SB)

May

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

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

- 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

**Conservation Commission
Milfoil Committee**

For Wed., May 7th 2014 @ 9:00 AM @ PSB Training Room

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
- Prepare an expense review and year end projection of actuals vs budget and present to BOS. Request spending authorization of additional Milfoil Trust Funds if needed – (KN,SB)

**Conservation Commission
Milfoil Committee**

For Wed., May 7th 2014 @ 9:00 AM @ PSB Training Room

September

- Post signs for pending Herbicide application on roads serving abutters – GG
- Complete Lake Host Season Survey - CC
- 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(KN,PD, AH)
- Complete QC report - KN
- Prep year-end summary report with statistics – KN
- Prepare annual budget for next year and submit to Conservation Commission, Board of Selectmen and Budget Committee for inclusion in Town Warrant Article. – Chairman (KN, SB)

November

- Deliver year-end report to Conservation Commission and Board of Selectmen – Chairman KN
- Solicit bids from Vendors for Herbicide Treatments and Diver/DASH harvesting for next year – Amy
- Prepare Lake Host annual budget for next year. – PA

December

- Prepare draft action plan for next year - All

**Conservation Commission
Milfoil Committee**

For Wed., May 7th 2014 @ 9:00 AM @ PSB Training Room

- Prepare Committee annual report for publication in Town Report – Chairman

All Year

- Liaise with the State Agencies – PD
- Post meeting minutes and agendas – GG
- Maintain active membership and support Tri-Town IMA Milfoil Committee - SB

End

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**Conservation Commission
Milfoil Committee**

For Wed., May 7th 2014 @ 9:00 AM @ PSB Training Room

VII. Next Meeting

The next meeting is scheduled for Tuesday, May 27th at 3:15 PM in the training room at the Public Safety Building.

VIII. Adjournment

The meeting was adjourned at 10:35 AM.

Respectfully Submitted,

Ginny Gassman

Moultonborough Milfoil Committee, Secretary

Karin Nelson

Moultonborough Milfoil Committee, Chairman