

MOULTONBOROUGH, TUFTONBORO, WOLFEBORO  
**Joint Board Meeting for the  
IMA on Aquatic Nuisance Plant Control**

**December 19, 2013  
Meeting Minutes**

**Present:** Ken Marschner (Wolfeboro), David Owen (Wolfeboro-Alternate), Peter Jensen (Moultonborough), Scott Bartlett (Moultonborough), Bill Marcussen (Tuftonboro), and Steve Wingate (Alternate-Tuftonboro).

**Absent:** Carter Terenzini (Moultonborough, with prior notification), Dan Duffy (Tuftonboro), Karin Nelson (Moultonborough, with prior notification), and Linda Murray (Wolfeboro, with prior notification).

David Owen sat in as a voting member for Wolfeboro in place of Linda Murray, and Steve Wingate sat as a voting member for Tuftonboro in place of Dan Duffy.

**Call to Order:** Chairman Bill Marcussen called the meeting to order at 2:30 PM at the Wolfeboro Town Hall meeting room.

**Minutes:** The minutes of the meeting of the November 19, 2013 meeting were reviewed. Dave Owen offered a few grammatical revisions on page 2 of those minutes as follows:

- In the 2<sup>nd</sup> line of the first paragraph on page 2, insert the words “it is” between the words “not” and “their”.
- In the 3<sup>rd</sup> line of that same paragraph, change the word “covered” to “coverage” and delete the word “this”.
- In the first bullet under New Business, delete the word “them”.
- In the second bullet under New Business, add the letter “d” to the word “increase” in the third line.
- Correct the time of adjournment to 10:45 a.m.

It was moved to accept the minutes with these revisions by the Ken Marschner which was seconded by Scott Bartlett. The minutes were then unanimously approved with these changes.

**Financial Report:** Dave Owen provided copies of a new financial report dated December 16, 2013. It reflects the receipt of \$5,862.50 from New Hampshire Lakes Association, and a receivable of \$600 that has been billed to Aqualogic for late return of the DASH unit. The net amount available for expenditure is \$30,685.39. this will be the final financial report for 2013. It was moved to accept this financial report by Ken Marschner, seconded by Steve Wingate, and was approved unanimously.

**Old Business:** 1. DASH #1 Status Update

Bill Marcussen reported that upon return of DASH 1, some items were found to need attention. These include the electric start on the pump motor and the regulator and air hoses. The air hoses need to be replaced, so he has ordered replacement hoses, which will cost about \$350. Dive Winnepesaukee will handle the regulators and air hoses. Lands End Marina will do the work on the electric starter, after which we will bill Aqualogics for the total cost, probably around \$500, plus our 10% administrative cost.

2. DASH #2 Status Update

It was reported that DASH #2 has been winterized, cleaned, and is in storage.

3. Informational/Promotional Video

It was reported that Karin Nelson is working with Peter Pijoan of Wolfeboro Community TV on voice-overs for the information video presentation about the milfoil control efforts of the Milfoil Joint Board. It was also reported that Moultonborough is doing their own informational video presentation using some of the same video footage taken by Peter Pijoan and re-organizing it for their own use.

4. 2014 Program Administration

As we will not be using NH Lakes for program administration in 2014, the only question will be how to schedule the DASH units. Ken Marschner stated that Wolfeboro will need 1 boat in mid-June, 2014. It was stated that the Towns just need to block out the times that they will require DASH boats on a calendar, and that it shouldn't be a problem if we still have both boats.

5. Other Old Business

There was a lengthy discussion about the use of 2-person crews vs. 3-person crews, and whether they both met OSHA requirements. Ken Marschner stated that most of the bids received for us by Amy Smagula at DES were based on 2-man crews. But he said that he can't find anything that says that 2-man crews meet all safety regulations. Ken pointed out that Wolfeboro has used 3-man crews and Moultonborough has used both 3-man and 2-man crews. Wolfeboro's milfoil contract requires compliance with all federal and state rules and regulations, but the NH Lakes contract didn't require compliance with all applicable regulations. Steve Wingate said that it is the contractor's responsibility to know what the rules and regulations are. Ken reported that Amy Smagula said that New Hampshire does not require 3-person crews, but she said that having a third person is good to collect milfoil fragments. Peter Jensen said that he sees 2 issues: Safety, and Town liability if something happens. Steve Wingate cited his experience administering contracts for the U.S. Forest Service.

It was agreed that before the next meeting, the following step would be taken to try to resolve this issue: Ken Marschner will call the State's OSHA Liaison, possibly as a conference call with Scott Bartlett, to try to get answers on this issue.

## **New Business:**

1. Bids for Sale or Lease of DASH #2  
Dave Owen reported that no bids had been received by the bid deadline, despite the very substantial expense and effort that the Milfoil Joint Board had incurred to advertise it. He expressed his view that the bid document was confusing, and conveyed a message that the Towns don't know what they want to do with DASH #2 (sell it or rent it). Bill Marcussen agreed to talk to our lessee to find out why he did not submit a bid and to find out if he's still interested in purchasing it.
2. 2014 Diver Proposals  
Bill Marcussen made some observation about the 2014 Diver proposals, including that while we asked for hourly rates, we only got daily rates, and while we looked to define hours per day that they work, only Cliff specified 8 hour work days, and others were less specific. Also, crew size varied from 2-person crews to 3-person crews as an option. [Note: Steve Wingate left the meeting at 3:35 P.M.] Scott Bartlett distributed a summary of the milfoil bids and discussed his findings. Dave Owen suggested that the Committee's chairman call the bidders to review and clarify their responses. Bill Marcussen agreed to seek such clarification before our next meeting.
3. Year end report  
Bill Marcussen will prepare a year end report on behalf of the Milfoil Joint Board and send it to each Town for its inclusion in the Towns' Annual Reports. Dave Owen reported that the deadline for receipt of annual report materials for the Wolfeboro Town Report is January 10<sup>th</sup>.
4. 2014-15 storage and service RFP  
It was discussed whether we want to seek new bids for storing and servicing the DASH units. Bill Marcussen and Ken Marschner both expressed their satisfaction with the services provided by Lanes End Marina and the costs of those services. It was agreed to seek a new proposal from Lands End Marina for the 2014-15 period. Scott Bartlett will talk to Carter Terenzini to see if he has any procurement concerns with this approach.

## **Other Business:**

It was reported by Ken Marschner that he will register both boats in January. The trailers do not need new registrations until 2015. It was also reported that Amy Smagula intends to have her grant awards information out to the communities before Christmas, according to Bill Marcussen.

**Next Meeting Date:**

It was agreed by those present that the next meeting of the Milfoil Joint Board will be on Tuesday, January 21, 2014 at 9:00 AM at the Tufonboro Town Offices. [Note: This was subsequently changed to Tuesday, January 28<sup>th</sup> at the same time and location.]

**Adjourn:**

It was moved to adjourn the meeting by Scott Bartlett, with Dave Owen seconding, which was unanimously approved. The meeting adjourned at 4:15 PM.

Respectfully submitted,

David W. Owen, Acting Secretary

DRAFT

DRAFT