

## **LAKE ARROWHEAD CONSERVATION COUNCIL MEETING**

**April 10, 2010 at 10:00 am**

At the Burke Residence in Limerick, Maine

The following board members were present during the meeting: President, Mike Fitzpatrick – Vice President, Dave Sanfason (Via Telephone Conference) – Treasurer, Jean Burke - Secretary/Clerk, Tracie Doyle – Trustee, Phil Oreto – Trustee, Victor Wakefield - Trustee, John Manning – Trustee, Robert O’Keefe – Trustee, Lynne M. Hawkes  
Grant Writer, Larry Singelais entered the meeting at 10:30 am.

**CALL TO ORDER:** The meeting was called to order at 10:15 am. This was a Board only meeting.

### **PRESIDENT’S STATEMENT:**

President Fitzpatrick called the meeting to welcome our three new board members, Trustees Manning, O’Keefe and Hawkes, and to discuss the purchase and outfitting of the new DASH pursuant to the MMI grant.

### **TREASURER’S REPORT:**

- a. Treasurer presented a written report for the 2009 year end. She noted that we overspent on our budget. Cash on hand for December 31, 2009 was \$26,348.89.
- b. We have 98 members that have renewed for 2010 for a total of \$9,300. We had 132 members last year. We have a goal to maintain the current membership level.
- c. Treasurer presented a written report as of April 10, 2010 showing cash on hand of \$35,160.69 (operating account \$9,758.49 – CD and money market account \$25,302.20 – cash on hand \$100).
- d. Treasurer presented a written budget for 2010. The budget was based upon a total income of \$95,725 and expenses of \$74,268.90 for a net income of \$21,456.10. The expenses on the budget do not include the cost to build a second DASH, but does include the cost to run both DASH and the benthic barrier program.
- e. Town meeting for Waterboro is scheduled for June. We hope to receive \$3,000 from the Town of Waterboro. We did receive \$3,000 from the Town of Limerick.
- f. Trustee Sanfason prepares a mid and end of year report for the DEP for funding for milfoil removal and the CBI program.
- g. We can expect the donation of \$15,000 from LAC.
- h. The budget for the CBI program includes weekends only from Memorial Day to Father’s Day and seven days per week from Father’s Day to Labor Day and then weekends only from Labor Day to Columbus Day.
- i. Our worker’s comp rates are 10.7% worker’s for the boat 2.33% for the CBI program.
- j. Budget for the two DASH is based upon running both boats six days per week with a captain and a diver – total budget for the DASH is \$49,547.44.

- k. Budget for the benthic barriers is based upon building 50 triangles and 80 hours of work and the need to move 35 barriers that are in the water now for a total budget of \$5,052.30.
- l. Payroll service for 2009 – CBI employees were paid weekly and everyone else biweekly. The budget is based upon last year's numbers. The payroll is double to run two payroll cycles and it would save us money to run the checks in one biweekly cycle. Trustee Sanfason approved the biweekly payroll cycle to save the program money.
- m. Insurance budget includes the cost for two DASH.
- n. Treasurer presented a written budget to build a second DASH. The total budget is \$25,136.40 which includes the following: \$5,750 to purchase the boat, \$4,100 for the decking, \$6,000 for the pump etc from Keene Engineering, \$750 for the air hose, \$3,000 for misc. supplies, \$800 to build the baskets, \$4,000 for labor, and the rest for insurance and employment taxes.
- o. If there are more than five pumps ordered from Keene we will get a 15% discount – up to five orders is a 10% discount. We will work with the other test bed lakes to try to get the five orders for the discount.
- p. A motion was presented by Trustee Oreto and seconded by Trustee Wakefield to accept the Treasurer's written reports and the budget for 2010. Said motion was unanimously approved.

#### **MEMBERSHIP:**

- a. Trustee Hawkes has volunteered to chair a membership drive. The membership database will be turned over to her.
- b. We are restricted from getting the LAC membership list because of privacy issues. We need to find a way to get a list from the towns.
- c. Discussion of the neighborhood challenge and leaving membership forms with the residents.
- d. Our membership list shows almost an equal split between Waterboro and Limerick; however, Waterboro has more residents. We would like to obtain more members in Waterboro.
- e. Trustee Oreto recommended giving the non LAC owners a copy of our newsletter.
- f. We have never paid for the printing of our newsletters thanks to Trustee Oreto's brother-in-law who has donated the paper and the printing.

#### **NEW DASH:**

- a. We already have accounts set up with various companies from building the boat last year.
- b. Trustee Sanfason inquired about an account at Merrill's. Trustee Burke stated that she will make arrangements to set that up.
- c. We are going to use purchase numbers to keep track of the ordering.
- d. The trailer has been ordered and will be in by the end of the month.
- e. We are going to use volunteer time for stripping the boat and the plumbing. Shannon Doyle and Steve Burke have volunteered to help with stripping and building the boat. We will pay Scott Davis and Mark to build the boat.

## **MMI REPORTING REQUIREMENTS:**

- a. We have time deadlines to comply with in order to maintain the grant. We expect to obtain 20K this month and another 25% will be paid on July 30<sup>th</sup> after our interim report is accepted and the final payment will be paid on October 29<sup>th</sup> after the acceptance of our final report.
- b. We have meeting requirements in order to keep the grant. Various board members have been attending these meetings to meet the requirements.
- c. The DEP stated that our permit by rule expires in May. We need to make sure we renew the permit. Trustee Sanfason stated that he will take care of renewing the permit.
- d. Trustee Burke handed out the MMI workshop timeline to all board members.
- e. Trustee Burke stressed the importance of tracking all volunteer time and the need to submit volunteer time sheets. We need to track our volunteer time for the requirements of the MMI grant.
- f. Larry Singelais, Trustee Oreto and Joanne Fitzpatrick have volunteered their time to monitor and track the volunteer time.
- g. There was a discussion about tracking the time electronically through some type of database.

## **FUNDRAISING REPORT:**

- a. The yard sale is scheduled for Saturday, June 19<sup>th</sup> from 8am – 3pm at the same location on Route 5 near Agency One. Early birds will be charged a \$5 entrance fee. The rain date will be Sunday, June 20<sup>th</sup> at the same time.
- b. Volunteers are needed for the yard sale and we need more donated items.
- c. We need tables for the yard sale. We can probably use some tables from LAC, however, LAC is having their regular monthly meeting that same day and not all of the tables are available. We need to look into getting more tables.
- d. We will have the 50/50 raffle and the bake sale also at the yard sale.
- e. The APB fishing tournament is scheduled for Saturday, August 21<sup>st</sup> from 7am – 3pm. Details on prizes and entry fees will be posted on the APB website.
- f. Trustee Oreto is working on scheduling with first annual golf tournament with Province Lake golf course. Further details of the event will be posted on the LACC website.

## **GPS SURVEYING:**

- a. The President displayed samples of GPS mapping from Sebago Cove.
- b. We discussed GPS training with Al Frick to map the lake.
- c. LAC has received a grant for GPS mapping for the water system. LAC purchased a computer system (GIS/GPS DeLorme system) and we could use the system to map out the lake.
- d. Al Frick will grid out the lake and we will supply the data to fill in the grid. It is a detailed process and will take more than a year.
- e. The Arrowhead Prop Busters (local bass fishing club) have agreed to work with LACC to get the coordinates on the lake.

- f. We need hand held units that will work with the computer system.
- g. We have a memorandum of understanding that spells out the sharing of resources to benefit the lake. We should have the MOU expanded to include the GPS mapping.
- h. If we hire Al Frick, it will be a one year contract commitment and then we can work with the LAC system for mapping. The cost to hire Al Frick is \$750 or less for the mapping/grids. A specialized training session would cost \$500-\$750 depending upon what we want to cover. This is a one day training to learn how to use the GPS hand held units and to download and develop the electronic base map.
- i. We should have three hand held units for the APB fishermen, two units for the DASH and one for the benthic barrier system.
- j. The President asked Trustee Manning to help with this operation.
- k. Trustee Wakefield presented a motion to deal with Al Frick for a quote on the cost for his services for what we need which was seconded by Phil Oreto and unanimously approved.

**LACC PROGRAMS AND ADDITIONS:**

- a. The Colby group updated Mike on their algae bloom problem. They have contracted with a private firm to fight the algae bloom. They no longer need our services.
- b. We can start ordering supplies for the boat such as the decking and equipment from Keene as well as the baskets.
- c. The Belgrade Lakes want to use our boat for a week in the fall.
- d. We discussed renting a DASH to members. We should defer making a decision on this issue until we can work out the logistics on cost etc. and can take an email vote later.
- e. The cost to LACC members is \$60 per benthic barrier and \$75 per barrier to install with purchase. Discounts on installation will be available depending upon the number of barriers installed.
- f. The labor rates were set for the divers, boat captains, CBI inspectors, benthic barrier designer/installer and captain's coordinator.
- g. Trustee Doyle moved to accept the labor rates which was seconded by Trustee Oreto and unanimously approved. Trustee Sanfason abstained from the voting.

The board decided that the date for the annual meeting will be August 28, 2010 and that the location will be determine later.

**CONCLUSION OF MEETING:** Trustee Oreto presented a motion to adjourn the meeting which was seconded by Trustee O'Keefe and unanimously approved. The meeting was adjourned at 2:15 pm.

Submitted on April 27, 2010 by Tracie L. Doyle, Secretary/Clerk of LACC