

**Amston Lake District
Board of Directors Meeting Minutes
February 17th, 2010 7:00 p.m.
ALIA Clubhouse, 16 Wood Acres Road, Amston, 06231
www.AmstonLake.org**

A. Roll Call of Officers and Directors

Present: Mark Paul, VP, Ray DeCormier, Treasurer, Sherri-Ann Martin, Clerk, John Connor, David Martin, David Moorcroft, Scott Forgue

Absent: Dave O'Brien, President, Laurel Hennebury

B. Call to Order 7:02 PM

C. Recognition of Guests, Residents and Property Owners' Petitions
Nothing presented

D. Approval of Previous Meeting Minutes

Jan 29 Minutes: Motion to approve as presented made by S. Forgue, Second by R. DeCormier
Unanimous approval

Jan 20 Minutes: Motion to approve as presented made by R. DeCormier, Second by J. Connor
Unanimous approval

E. Receive and Act Upon Clerk's Report
Nothing to report

F. Presentation of Correspondence and Communication
See attached listing

G. Receive President's Report

Nothing supplied by D. O'Brien. Mark Paul presiding so shared info from Feb 4 Meeting with Lebanon Selectman and Sanitarian; thought made good headway with improving relationship; Lebanon resident/Selectman Wentworth contacted D. O'Brien regarding ordinance on capital expenditures – details of conversation are not known; Lebanon reps were not pleased with hiring of Robinson & Cole – explained that we were looking for strategy, not a lawsuit; Per J. Okonuk, Lebanon is trying to get the capital expenditure ordinance changed and expressed that the Town of Lebanon is working with us on the sewer issue; M. Paul offered to personally help the Town of Lebanon, if needed

H. Receive Treasurer's Report

January Treasurer's Report: See attached. The Board will consider preparation of the budget on a monthly basis for the next fiscal year to enhance their ability to monitor actual vs budgeted amounts throughout the year.

Financial Statements for the year ended June 30, 2009: See attached. The report was prepared by Anita Connor, a district resident, as was done last fiscal year. The District's receipts are under \$1,000,000 and current law does not require an audit. A. Connor was retained by the Board to prepare and present the annual financial statements. She also distributed a summary of selected financial data from the report – see attached. She explained that the financial statements are consistent with reporting for governmental entities and reflects financial data presented under both the economic resources method (see Exhibits A and B) and the Current Financial Resources, or budgetary method (Exhibits C and D and the related schedules 1, 2 and 3).

The Board discussed the accounting for Reserve funds, especially the Lebanon Roads Fund. As of June 30, 2009 The Lebanon Roads Fund balance was a deficit of \$221. The Board expects to cover the deficit by under-spending the 2010 Lebanon Roads Fund budget. Discussion ensued about whether the District needs to use a separate checking account to account for the Road Fund. A. Connor noted that taxes assessed and collected from Lebanon residents for the Roads fund are collected and deposited in the General fund and reported as part of Total Property Tax revenue and that the District maintains a Roads Fund checkbook to segregate the payment of Road Fund expenses from other District expenses. The new software system can track the expenses separately, regardless of whether paid out of the General or Road Fund checkbook, therefore a separate checking account is not needed for that purpose. The Board also discussed whether and at what amount the District should maintain reserve fund balances for the Lebanon Roads and Main Dam. The Board will discuss the amounts, if any, of reserve funds needed as part of the 2010 budget process. It was noted that emergency expenditures can be authorized by the Board under the current bylaws regardless of Reserve funds balances.

The Board discussed how to transfer funds between budget categories during the year, if needed. A. Connor suggested that the Board establish a threshold for budget modifications and amend the bylaws to include the threshold authorized. She suggested that it be consistent with the current threshold of \$2,500 for overspending any category.

The Board thanked Anita Connor for her work.

I. Receive Tax Collector's Report

See attached report

Dave Martin moved to accept the report as submitted; Ray DeCormier second – unanimous approval

J. Consider and Act Upon Standing and Special Committees' Reports

1. Dam – D. Moorcroft: K. Acimovic to make as built drawing of dam but snow has postponed meeting; sand bags still working on side wall water flow; sink hole has stopped sinking, maybe due to frost, unsure right now; sand bags won't hold forever but have solved immediate issues; what is the purpose of the Duck Pond and its dam? Originally built as a sediment collector for water flowing down to the mills at end of Lake Road in Hebron; Move to New Business on next agenda; Carl Wool seems to remember the costs were high to convert the Duck Pond into a stream and wetland area
2. Storm Drains – Nothing to report
3. Lebanon Wastewater Study – change to Lebanon Sewer Project; income study going to 88 current year round residents (about 115 total possible year round) for USDA Funding possibility; complicated process to go through town requirements and residential mailings and town group meetings; Dave Martin is making himself available to help get the word out to Lebanon residents about the need for funding for the sewers and the need for the town to approve it so that the town residents do not have to foot the bill; Mark Paul concerned about communicating to non-lake Lebanon residents so that they understand the situation and aren't just prepared to vote against Lebanon Amston Lake sewers just because they cannot use the lake
4. Drinking Water – Nothing to report
5. Boats & Rafts – S. Forgue – need to set a price on the docks to rent a slip; last fee was \$75 per season; had 2 - 3 empty spots last year; Mark Paul made motion to keep slip fee same as last year, Second by Sherri-Ann Martin; discussion – D. Martin thinks we should raise to \$100 per slip so we can make back the cost of the docks; Per S. Forgue, we are now funding the dock maintenance costs and slip rental fees are not covering them; R.

DeCormier agreed; Mark Paul amended his motion to charge \$100 per slip for the 2010-2011 season; J. Connor seconded; unanimous approval

6. Weeds – Agreed to do ACT contract in prior meeting; Mark Paul will call them to tell them we plan to go forward; will get signature from Dave O'Brien when he returns from vacation; follow up treatment is in budget
7. Communications – R. DeCormier: More people continue to sign up for the announce group on the web – up to 250 signed up; distribution of newsletter – cost will be reduced this time since C. Wool removed pins from resident passes to remove hand stamping mail cost of .70 each; will raise new idea at annual meeting to place communications boxes around lake to make distribution of newsletters less expensive next budget year
8. Ordinances – Nothing to report
9. Security – Nothing to report; S. Forgue had issues with teenagers driving from Lebanon with garbage flying out of the back of their truck
10. Lebanon Roads – D. Martin – Lebanon Board Members – March 6th, June 5th, Sept 11th and Dec 4th at 9:00 AM meet at the Clubhouse; go to survey the roads and discuss budgets etc.; need budget info to make recommendations on March 6th

K. Receive Lake Management Reports

1. Caretakers' Report – C. Wool chasing off ATVs and gas powered augers on weekends; against our ordinances – people leave when Carl asks them to; number of people is about 15-20% less than it was; boat and beach passes ordered, barley straw ordered, dredging is to occur next week and Carl will be taking pictures to document process; inserting another weir board when dredging begins; will set for 6" below spillway when dredging is completed; have Brett/BSA call Mark Paul about two needed road repairs; response on task list of items? Installation of docks, swim buoys and barley straw will require that Carl needs assistance – will Andy be helping him or will a contractor be hired? Per Mark, Carl needs to tell us how many hours of help he needs so that we can approve the expenditures ahead of time; bring estimates for tasks to be performed to each meeting and the Board will review and approve/disapprove; will take 3 to 4 trips to move barley straw bales here from Franklin location, will take 8-10 hours to move and cover with tarps;

Mark Paul motioned to approve up to 10 hours of labor for Carl Wool to go ahead with getting barley straw bales; J. Connor seconded and all approved unanimously;

Ray DeCormier - don't want to approve every task, should assign someone to work with Carl so he does not wait until each monthly meeting; Mark Paul is trying to work on data to help with this going forward

2. Lake Health Report – Nothing to report

L. Act on Remaining Items of Agenda....Old Business...

1. Beach Closure Signs and Beach Closure Procedures – Carl is waiting for final info from Dave O'Brien about sign sizes and copy to get pricing – keep on next month's agenda
2. Review Draft Budget for 2010-2011 – D. O'Brien sent out draft info showing flat budget; keep on next month's agenda
3. Invasive Plants Signs: Installation and Costs – With #1 above – keep on next month's agenda

4. Ordering of Beach Passes: Procedures and Costs – Complete and ready to get mailed with newsletter; ALIA and Board members have volunteered to help; remove from next month's agenda
5. Define a standard bid procedure - Ray DeCormier is preparing for legal notice regarding our requests for proposal for next season; wants to send to newspapers this week; D. Martin – we should add language that we can accept bids in full or in part; will share with D. Martin too so can agree on what goes in newspaper and process – remove from next month's agenda
6. ALD Self Help Document – should make it an addendum to our Handbook; S. Martin to send to all for review so we can discuss and possibly vote and approve on it next month-keep on next month's agenda

M. New Business.....Discussion and Possible Action

Barley Straw “Best” Installation Discussion

Identified three options:

1. Chicken wire boxes to contain barley straw; cost of just wire mesh is about \$400 and labor to build is unknown. All agreed this was too expensive and could be dangerous with metal ends etc in the water
2. Christmas tree Bags – fill with a bale of barley straw and pull apart to fill; the tree bags are not UV proof so the sun broke down the materials and they fell apart and/or were ripped apart by muskrats for nesting materials last year. All agreed this was not strong enough to count on it last the season.
3. Use onion bags; some have survived two years as they seem to be more able to fend off the UV rays. Use the volunteer method – drop bales off to houses which need barley straw installed with onion bags. Split each bale into about five onion bags and fluff to increase ability of barley straw to work well. Volunteers will stuff and leave on lake banks. Carl Wool can then go install them with help from Scott Forgue and others

Scott Forgue made a motion to use onion bags to install barley straw this season; second by S. Martin; discussion followed

D. Martin - rebar is ugly and dangerous for placing onion bags in water; R. DeCormier suggested using cinder blocks and rope to hold them down

Scott Forgue amended his motion to say we will use onion bags with floats inside (2 liter bottles or empty plastic containers) and cinder blocks and rope to secure the barley straw in the lake.

J. Connor seconded
Unanimous approval

S. Forgue agreed to coordinate with Carl Wool; will design a flyer and go speak with the neighbors who live in area where barley straw will be installed – remove from next month's agenda

N. Prepare Agenda for Next Meeting

Add to New Business: “Purpose of Duck Pond Discussion”
“2009 Lake Monitoring Report”
“Dredging Schedule Conversation”

O. Adjournment 10:02 PM
Motion to Adjourn made by D. Martin
Second by S. Forge
Unanimous approval

Respectfully submitted by,
Sherri-Ann Martin
Amston Lake Tax District
Clerk