

**Lake Oversight Committee**  
Town of Holland

Minutes: meeting held on February 13, 2017.

Meeting called to order at 7:05PM.

**Members Present:** Lynn Arnold, Eli Gillen, John Stevens, Chris McCooe, Val Lundin,  
B. Terbush: Conference call from Florida where he is now.

**Members Absent:** Dennis Allard

**Guest Present:** R. Lundin

Motion by E. Gillen to accept minutes of January 9, 2017 as they stand. 2<sup>nd</sup> by C. McCooe.  
Motion accepted and passed unanimously.

L. Arnold reported on the progress of the RFP. Until K. Robbins – procurement officer – returns from sick leave, the Board of Selectmen will act as procurement officer in her absence.

Approximating the cost to be about \$85,000, L. Arnold wrote a more detailed RFP in “two parts”. One, the write up and response; and two, the pricing. Having this information from a potential contractor will serve the HRA in the consideration of donating funds to the Feasibility Study. The HRA meeting is scheduled for May 13, 2017. This information will allow the LOC to present a much more accurate amount to the BOS prior to presentation to the Town at the annual meeting.

The committee discussed corrections to the RFP; first, it only covers the Feasibility Study. E. Gillen suggested the contract award date be changed from 90 days to 120 days, (due to time element presenting at the annual town meeting) and work would only begin after approved by the town and a contract is awarded – possibly July 2017. Other corrections will be in verbiage and punctuation.

Will ask contractor to submit the proposal of work into a task list to include cost and time for each with a pay-out after completion of each task. Tasks could possibly be done over a two-year period with some overlapping. This time frame would allow funds to be awarded in sections rather than in one lump sum. APEX will also be included as one of the four contractors asked to submit a quote proposal.

Motion was made by C. McCooe:

We accept the proposal with the corrections discussed and send to BOS by  
February 21, 2017.

2<sup>nd</sup>. J. Stevens. All in favor. Motion passed.

L. Arnold to reach out to All Boards Clerk to request LOC be included on the next BOS agenda.

**New Business:****A) Brandon Road**

C. McCooe reported ConCom received an email requesting the Brandon Road dredge issue be included on the April agenda. Email was not sent to LOC. However, a joint meeting will be scheduled some time in April. J. Higgins will include LOC in further correspondence. Per the town attorneys, there is a procedure for submitting a “easement” letter, which must be followed prior to proceeding with the Brandon Road issue. This letter should be available at the joint meeting in April. However, J. Higgins and B. Johnson may discuss this issue with the BOS at an earlier date than the April meeting.

**B) Budget**

Finance Committee asked if LOC had any line-items in our budget. Since LOC does not have a budget, LOC does not have any “line-items”. L. Arnold did inform the Finance Committee of costs incurred for weed control, water testing, dam inspection and maintenance. Dam inspection/maintenance will cost will stay under the BOS budget. HRA will continue to assist with any additional weed control costs. BOH covers the cost of e-coli testing.

C McCooe also inquired as to the possibility of LOC members receiving stipends as the other committees do.

FYI...The 2017 budget covers the months from July 1, 2016 to June 30, 2017.

The 2018 budget covers the months from July 1, 2017 to June 30, 2018. Which is important since the weed treatment happens in June and it must be billed by July 1 to be paid out of the correct Fiscal year.

Motion to adjourn, C. McCooe, 2<sup>nd</sup> by J. Stevens. All in favor. Motion passed.

Minutes respectfully submitted.

Val Lundin, Recording Secretary

