

**Bolton LDC Meeting- May 28, 2008**  
**State of New York**  
**Warren County**  
**Town of Bolton**

Present: Joel Jacko, Alexander G. Gabriels III, Jason Saris and Scott Andersen

Absent: Phil Farbaniec, Art Baker and Supervisor Kathy Simmes

Joel Jacko called the meeting to order at 5:09 p.m.

Public in Attendance:

Dave Decker, Lake George Watershed Conference- Boat Wash Station- discussion

Dave Decker gave a brief background of the Lake George Watershed Conference. He stated that they deal with stormwater run-off, stream corridor management, on-site waste water treatment and public participation and education in the prevention of invasive species to Lake George. He stated that in dealing with the invasive species prevention control he would first like to thank the Town and BLDC for allowing them to set a boat wash station at Norowal Marina for the past 2 years. He stated that the boat wash station which is funded by grants from the State was conceived about 4 years ago. Each year they have continued to adjust and improve their program. He further explained the program and personnel involved. He stated that they would like to continue to operate out of Norowal Marina if possible. Operation in higher volume areas assists them in educating more boaters about prevention and their responsibility to self-inspect and protect the lake. If they determine that a boat is at risk it can be washed at the station. He stated that part of what they are doing at the boat wash stations is to collect data on the boats that are coming in; what water bodies they are coming from and when the boat was last in the water. He stated that they inspect boats going into and out of Lake George because Lake George is a contaminated lake as well. He stated that they operate until approximately the 2<sup>nd</sup> week in August.

Dave Decker gave an overview of the boat wash station and equipment. He stated that they have been concerned with leaving their equipment outside, so in previous years they have rented a van for storage. However, it is an expensive and inconvenient and they would prefer to have a place to store the equipment on-site. He asked if there was any available space in Norowal's garage because currently it is chained up along the side of the building. He is concerned about the equipment being exposed to the elements as well as potential theft.

S. Andersen recommended that he look into further government funding to assist them in building a state of the art boat wash station that re-uses and recycles the water and chemicals. Dave Decker replied that he knows that there is money available, but that type of equipment costs a lot of money. He continued that DEC is not a huge fan of the boat wash stations because they are afraid they are going to work. DEC is happy that they are proactive and educating the public, but that is where it stops.

Z. Gabriels asked if there has been any comment from the staff about the boat wash affecting daily operation. J. Jacko replied no and stated that his only concern is that they will not have the storage area to accommodate their request. J. Saris stated that they cannot commit to any specific space without discussing it further with the managers, but does feel that they should be able to find some space to keep the equipment.

Z. Gabriels asked when they will start the program. Dave Decker replied that they already have their stewards handing out brochures and collecting data from boaters but they have not started washing yet. They anticipate starting the boat wash mid-June because the zebra mussels become active when the water is warmer.

Z. Gabriels asked if the data collected on site for the program could be shared with Norowal. He stated that it could help them with DEC's information request. Dave Decker replied yes and described the data that they collect. J. Saris stated that primarily the only information that they would need is whether or not they are day-users or there for a longer stay. He stated that Fisheries Dept of DEC is involved and they are interested in the demographics of day-use boaters.

Z. Gabriels asked what their hours of operation are. Dave Decker replied that they are open from 8:00 am to 4:00 pm Thursday through Monday. He stated that they have considered expanding their hours to be open during larger volume times such as Friday evenings and cutting back hours on a less busy day during the week.

J. Jacko stated that he looks forward to them operating at the marina again this year and whatever he or his personnel need at Norowal they should be communicating and dealing directly with the Managers. J. Saris agreed and welcomed them back. He stated that they will need to discuss storage options with the Managers but feels they will be able to accommodate their request.

Announcements:

J. Jacko stated that Phil Farbaniec was concerned with the communication with DEC. He stated that currently he, Phil and Jason have been in communication with DEC but Phil feels that they should not act on anything without his authorization and that communication should go through him. He stated that if any Board member receives something a copy should be forwarded to Phil Farbaniec. He stated that DEC is requesting information that they are comfortable in giving. J. Saris agreed, but feels that DEC is mainly requesting that they come up with some way to determine day-use versus other use boaters. He does not feel that they do not have to provide any further information than that. He stated that this is something that they could easily track. He continued that DEC is interested in zip code because they can determine where people are coming from. J. Jacko stated that he was concerned that the DEC will need to have this information quickly. He stated that no decisions on releasing information to DEC should be done without authorization. J. Saris stated that DEC is not going to be looking for this information that quickly and that they will have time to further discuss it at the next meeting before letting DEC know. Z. Gabriels suggested that they could use the Point of Sale which has an easy method of collecting simple information. J. Jacko

responded that he is concerned that if Norowal is busy they will not have time to do this. J. Saris explained that DEC is concerned with day-use because a lot of the money that came from DEC to help purchase Norowal came from Fisheries, so they want to make sure that fishermen are going to be accommodated. He stated that if they can prove that they are accommodating to the fisherman, DEC may be more willing to assist in other areas. DEC is looking for a mechanism to show that Norowal is complying with the Conservation Easement. J. Jacko stated that he wants the BLDC to be in control of the data collected and released. J. Saris agreed. S. Andersen stated that they need to put something in writing that is easy to understand and reasonable. J. Jacko asked if this could affect them negatively. J. Saris replied that no matter how it is worded, to be compliant with the terms of the Conservation Easement, they will potentially have some unutilized space.

Correspondence:

1. Memo from CMJ (Accountants) to GF National Bank about requested information.
2. Letter from Boats by George enclosing Certificate of Liability Insurance.
3. Letter from Steven Strickman to the BLDC requesting information on the difference in pricing for sailboats versus power boats. S. Andersen explained that typically it takes more time and effort to launch a sailboat. Z. Gabriels stated that he would circulate the letter to all Board members and draft a response letter.
4. Draft representation letter from CMJ. Z. Gabriels stated that this is something that Phil Farbaniec will need to sign.

Treasurer's Report:

Z. Gabriels gave an overview of the BLDC account. J. Jacko asked if they should be paying CMJ (Accountants) from the BLDC account only. J. Saris suggested that they ask CMJ for their recommendation on how to best handle this, because some of the charges may apply to Norowal and other charges to the BLDC. J. Jacko gave an overview of the NMI accounts.

Old Business:

*DEC and Managers' thoughts about moving DEC boats from east side of Dock #3 to east side of Dock #2. If acceptable, BLDC would need to prepare written memorandum to be signed by DEC representative.*

J. Jacko stated that the Managers were okay with the request and that they just need something in writing for everyone to sign. Z. Gabriels stated that this was brought back to the Board for discussion and then a decision could be made. He stated that if everyone is okay, then he can ask Counsel to draft something to this effect.

*According to Phil F. DEC has interest in main building area south of present marine store for office as contemplated by the Conservation Easement- preliminary discussion.*

J. Jacko explained this situation further. J. Saris stated that Joan Baldwin stated that she would like to remain having access to that area. He briefly explained how they could go about making the necessary changes to the office area to accommodate both requests.

*Discuss Danny Kincaid's senior citizen's discount for launching proposal.*

Z. Gabriels stated that he is concerned with doing this because there are a lot of senior citizens that use Norowal and they could potentially lose a lot of revenue.

*Draft MOP (Marine Operating Plan)- for review and revisions after which to be submitted to Mike Muller for comment. (Jason has possible work-out for DEC and day-use parking provision)-*

J. Jacko stated that the Board is relying on J. Saris, Z. Gabriels and S. Andersen's experience with writing the MOP since they have been on this Board from its inception. Z. Gabriels stated if anyone has any further suggestions or comments to let him know. J. Saris stated that his only comment is that the MOP should flow with the Conservation Easement but remain easy to read. He stated that DEC has stated that the Conservation Easement does not read well and suggested that they have an operating plan that reads well so that it can be interpreted by anyone. J. Jacko commented that he would like the MOP to read to their favor based on DEC's requirements. The Board agreed.

*Status of Ramp-*

J. Jacko stated that the low trailers are scraping a lot. S. Andersen explained the issue and explained that they can remedy the situation by grinding down that ridge. J. Jacko stated that they were concerned with grinding it down. Kubricky wanted to do that but instead he requested an alternative and they build it up. Kubricky has agreed to come back after the season to fully remedy the problem. Z. Gabriels asked if Kubricky could come back sooner. J. Jacko replied that Kubricky has indicated that it will take about 3-4 hours and temporarily they are using planks to get over this ridge. J. Saris stated that if it only takes 3-4 hours to do the work then they could come during a slow time during the week and remedy the problem now. J. Jacko agreed and stated that he would contact Kubricky.

*Ramp Construction Documents- and contract and justification to correspond with NYSDEC- status?-*

J. Jacko stated that he has already turned in all of the construction receipts and documents that he had in his possession to CMJ. However, they have not received their final bill and he will remit that when he does. Z. Gabriels explained the importance of providing proof to DEC to show that they are protecting their investment. He stated that they are a paper working process and they need justification all of the time. He has been in contact with DEC to let them know about the ramp project and they were concerned with the project cost. J. Jacko stated that they could have made the project less expensive but they wanted to protect their investment by having it done properly, which meant spending more money. J. Saris agreed and stated that they needed to do what they did to provide better longevity of the approach and ramp. S. Andersen agreed and stated that it was money well spent.

J. Saris stated they could tie this into their MOP. They have not only an opportunity to highlight the areas of the Conservation Easement that DEC is concerned about but also further highlighting or describing how DEC can contribute to the maintenance of the operation. He stated that when they complete their MOP they can hand over their receipts for their improvements that they have made to the property. Z. Gabriels agreed but also thinks that DEC may be looking for even more information than that. S.

Andersen stated that they could put something in writing to accommodate whatever they submit stating that they have followed all of the same rules and procedures of any municipality and they have met all the criteria.

*Status of Inventory-*

S. Andersen stated that he is discussing with J. Saris about selling the remaining inventory to an interested party. J. Saris suggested that they discuss this further in Executive Session. Z. Gabriels stated for the record that he would like to sell the remaining inventory at a good market price.

New Business:

*Consider recommending candidate(s) to Town Board for their nomination to BLDC Board-*

J. Jacko stated that they have 7-8 candidates for the open BLDC positions. Interviews have been occurring and they will wait for a full Board for further discussion.

*Consider response to DEC's interest in day use of facility- gathering additional data. The Point of Sale has easy method of collecting simple info as each launch would be a separate customer- additional keystrokes- only the boat registration.*

Z. Gabriels stated that this gets back to DEC's data collection. He stated that the POS is part of the component they already use. They could punch in valued customer, such as F.R. Smith & Sons or LG Camping, to keep track of on-going service and bills could be generated through POS. They could also take registration numbers for parking purposes. All of this data could be collected throughout the season/year and the information could be used to generate reports for DEC. J. Saris stated that they could record zip code or generic information which could be useful to them with regard to their marketing strategy. However, he feels they need to be cautious in collecting personal information because they need to secure and protect that information. Z. Gabriels stated that they could try and enter boat registration numbers even though it may take more time to enter it into the system. J. Saris stated that it could slow them down in entering, but it will also take more time because most people do not know their registration number without looking at it. S. Andersen stated that the best seller for the LGPC are permits on the lake. He stated that a boater's name, address, boat registration and zip code are on every single one of these permits and Norowal gets to keep a copy of every permit they sell. He stated the information is already there but it would need to be inputted into a database. J. Saris stated that although that is a good idea, they could still be missing a large quantity of people that receive their permit through the mail. Z. Gabriels stated that he is not sure that he wants to burden the staff with the task of entering all of that information. S. Andersen agreed, but stated that if they wanted to keep track some of that information, it is already there.

Executive Session: Jason Saris moved, seconded by Scott Andersen to enter into executive session.

Executive Session closed and the meeting was adjourned at 7:10 p.m.

Next meeting: Wednesday, June 25, 2008 at 5:00 PM at Town Hall.

Minutes respectfully transcribed by  
Kristen MacEwan  
Recording Secretary