

Bolton LDC/NMI Meeting  
December 9, 2010

Present: Phil Farbaniec, Zandy Gabriels, Jason Saris and Supervisor Conover

Absent: Joel Jacko, Scott Andersen and Art Baker

The meeting was called to order at 6:05 pm

#### **ANNOUNCEMENTS:**

**PUBLIC IN ATTENDANCE: No Public in attendance.**

#### **TREASURER'S REPORT:**

☞ BLDC Treasurer's Report: Checking Account

Phil Farbaniec stated that he was not sure what they had in the operating account for Norowal at TD Bank.

☞ Mortgage account has approximately \$123,000

Phil Farbaniec stated that this would be able to carry them through 7 months (June 2011) so they are in good shape.

☞ Norowal Savings has \$70,000 at GFNB

☞ CD coming due for \$182,000

☞ NMI Treasurer's Report- P & L and Balance Sheet

Zandy Gabriels asked if all the slips were reserved for next year. Phil Farbaniec replied no, there are a few spots left. He reminded the Board that they didn't fully rent out last year either and 2 slips remaining open all season.

Ron Conover stated that overall it seemed like they had a good year. He commented that other than the dock repairs and the increase in taxes they had a good year. Phil Farbaniec agreed. There was further discussion of the P & L and Balance sheet. Ron Conover noted that the payroll item was increased. Phil Farbaniec stated that he is not sure of the reason. Jason Saris stated that he would anticipate it to be more due to the great season they had weather-wise. Typically the managers send people home if it is rainy and last year it was a rainy season. This year the weather was a great so they sent less people home and would have to spend more on payroll. Zandy Gabriels reminded the Board that they also started the season a week earlier than usual. Phil Farbaniec stated that he would look into it further.

#### **NEW BUSINESS:**

☞ Snow plowing for this winter- ok- are we plowing the entire lower parking area? If so, LGA boat is in the way and needs to be moved.

Zandy Gabriels stated that last year they kept this lot open for the snowmobile parking. If they decide to do the same this year, they should move the boat before the snow. Jason Saris feels that they should have some parking available for winter access to the lake. He stated that he is not sure where the boat is but is sure that it is located where they were told to put it but it really wouldn't be an issue to move it since its on a trailer. Phil Farbaniec stated that he will talk to Scott Andersen after the weekend regarding the snow plowing.

☞ Rental of metal shed for winter storage?

Phil Farbaniec stated that they rented the shed for \$3,000 for the winter.

☞ Membership on BLDC- terms of service- Baker & Farbaniec end 12/21/10

Zandy Gabriels stated that he just realized these terms were due. Jason Saris stated that they had done a one year term to stagger the membership expirations. Ron Conover stated that they have an upcoming TB meeting at the end of the month and they could re-appoint Phil and Art then.

☞ Establish "Audit Committee" for compliance with ABO- only BLDC per Muller- status/action? EOY financials- audit on ABO Paris Accounting System?

Phil Farbaniec proposed to talk to Becky Herrick with regard to their needs for this audit. He stated that they may also need to discuss their relationship with CMJ and consider switching firms to save a little money. He stated that this is one of their more expensive items and maybe they should consider reducing these fees by switching firms. He feels that they are at a point where things are more routine with less of a need for a firm like CMJ.

Zandy Gabriels stated that it was his understanding that the audit had to be done by someone different to be sure that CMJ is doing their job. According to Counsel Muller this audit needs to be done just for the BLDC. Zandy Gabriels feels that they should get this moving to come into compliance. The Board agreed.

## **RESOLUTION**

**Motion by** Zandy Gabriels to authorize the President of the Bolton Local Development Corporation to obtain the services of Becky Herrick, CPA for the audit of accounts of the BLDC which will bring them into compliance with the ABO Paris Accounting System. **Seconded by** Jason Saris. **All in Favor. Motion Carried.**

Phil Farbaniec stated that he would touch base with Becky Herrick next week. Zandy Gabriels stated that they will also need to come up with an audit committee. He suggested having a 2 member team to handle this.

☞ Status of web page for NMI and BLDC

Zandy Gabriels indicated that the web site only has minutes through June 2010. Phil Farbaniec asked why they were so far behind on the minutes. Zandy Gabriels stated for the record that it is not due to failure of not having minutes taken, typed, submitted and distributed. Phil Farbaniec

stated that he will talk to Art Baker to see if he can touch base with Lori LaGoy.

☞ Budget for Lake Stewards for 2011 in budget? Any limit? Any partners?

Phil Farbaniec stated that they budgeted money but suggested that they wait to see if this money is even needed this year. The Board agreed that they would wait to see if the LGA makes a request and they can make a decision then.

☞ Budget for local charities? See previous minutes?

Phil Farbaniec stated that at the last meeting they talked about \$3,000 being distributed to local organizations and charities. However, there was not a lot of talk about who they wanted to donate to. He stated that he would like to see the Library and the heating fund run through the Chamber of Commerce.

Jason Saris stated that they could donate one dollar to 3,000 charities or they could chose one or two and make a much larger impact. He stated that this would not only be a big benefit to the recipient but also a benefit to the public relations aspect for Norowal and the BLDC. He stated that it is not their motivation for doing it, but it does improve the community relationship. Phil Farbaniec agreed with making a larger impact.

Zandy Gabriels agreed with making a larger impact as well. However, with regard to donating to the Library, he stated that they may have been cut with their State funding, but they are only down slightly. Zandy Gabriels stated that he definitely agrees with assisting with the heating program because the cost of fuel oil is going to only increase and it helps those in their community.

Zandy Gabriels stated that another thought would be to help the Asian Clam collection. Jason Saris asked who was leading the initiative. Zandy Gabriels replied that he was not sure. Jason Saris suggested that they select one particular entity to receive the funds each year. He feels that it would make more of a significant impact. The amount to be given could be determined based on the year that they had and at the discretion of the Board of Directors.

Ron Conover stated that he thinks that the Library would be a good choice for this year. He knows that they are seeking to buy some new computers and this could help them with that. Phil Farbaniec stated that he could talk to the Library about this matter to find out how much the computers are and what they could do to donate. Zandy Gabriels stated that he understands wanting to donate to the Library, but he would also like to help the community with heating costs as well. The Board had further discussions on the matter and decided to help both organizations this year.

Phil Farbaniec stated that he will talk to Hal and will plan to donate towards the purchase of 2 new computers for the Library and put the balance towards the heating fund. Jason Saris stated

that they can appropriate \$3,000 for the Bolton Free Library and the Heating Supplemental Fund with allocated amounts for each to be determined at a later date. The Board agreed.

☞ Oversight of Managers- actions?

Phil Farbaniec stated that he would like to see the managers in for some meetings in the upcoming months. The Board agreed.

Jason Saris stated that he feels that they should have a Manager's report included in their meetings. He stated it would be very useful in a lot of respects. This would provide them better communication with the managers and staff. This would also serve another purpose of providing insight to the public. Even though people may not attend their meetings there are people that do read the minutes and this would be useful to have to provide a window into what they are doing at Norowal.

### **OLD BUSINESS:**

☞ Closing Comments- Gabriels- previously emailed as attachment

Zandy Gabriels stated that he recently stopped over to Norowal. He stated that Linda and Joan approached him with a lot of issues, regarding docks, bubblers systems, bathrooms and showers, etc. Phil Farbaniec stated that he was surprised to hear some of the comments about the bathrooms and showers. He stated that they have talked about this several times and they have some quotes to have the work done. Phil Farbaniec stated that they will have to address this soon. Zandy Gabriels stated that they have money but it is tied up in CD's and the mortgage account. He asked where they would get the money to fix the bathrooms. Phil Farbaniec stated that they take it out of the Norowal account.

Phil Farbaniec stated that they have some estimates but they are almost 2 years old. Jason Saris stated that he is not comfortable with the cost estimates because he is not sure what the plans are. He stated that they cannot use residential grade showers for their commercial operation. He stated that before they get this item budgeted they should talk to some professionals about their needs. Phil Farbaniec stated that he is not sure what the ultimate plan will be, but it will be done by a professional and not done in house.

Ron Conover stated that he would like to see the break down for the revenue between the Laundromat and the showers. Phil Farbaniec stated that he was not sure of the breakdown but he does feel that the Laundromat would provide the larger revenue. Jason Saris stated that this is not really what they would consider a revenue source but rather a service that they provide to campers and dock customers. However, review of this would provide an opportunity to rework this area for better use. Zandy Gabriels stated that they should also consider how many showers are really necessary. Ron Conover agreed and stated that they should get some information from the staff and managers to get a better idea of usage of these areas. Jason Saris stated that they should get some numbers but feels that they should also consider what they really need.

☞ Storage of Dagles' two 18ft runabouts (no engines) at NMI for BHS no charge  
Phil Farbaniec stated that the boats ended up being more substantial than he originally thought. One of the boats is in the basement of the Lamb house and the other one is in the living room. He has asked the Historical Society to provide a letter indicating their contribution. He stated that they will commit to storing them for 2 years and will be reconsidered at that time by the BLDC.

☞ Norowal sign by new sidewalk 9N  
Zandy Gabriels stated that he understood that either DOT or Kubricky were to be replacing the sign once the work was completed. Phil Farbaniec stated that he thought they were going to put it back themselves. Zandy Gabriels stated that they were promised that it would be put back up. Phil Farbaniec stated that they are still waiting on the easement agreement to maintain the sign. He stated that Counsel Muller still has not gotten a formal response. He stated that he would rather not wait for the State or Kubricky to put the sign back and will wait until spring to address the issue. Ron Conover stated that he can take out some information on the highway takings for more information as well.

☞ “Danger Beware of Ice” 3 signs- 2 English & 1 French? For this season?  
Phil Farbaniec stated that he thought they already did these signs. Zandy Gabriels stated that he never got around to doing it last year but he will order the signs for the upcoming season.

**EXECUTIVE SESSION: None**

**NEXT MEETING:** Wednesday, January 26, 2011 @ 6:00pm Town Hall.

**ADJOURN**

**Motion by** Ron Conover to adjourn the meeting at 7:21pm. **Seconded by** Jason Saris. **All in Favor. Motion Carried.**