

## **Bolton LDC/NMI**

**November 18, 2009**

### **Regular Meeting**

Present: Phil Farbaniec, Joel Jacko, Jason Saris, Scott Andersen, Zandy Gabriels and Art Baker

Absent: Kathy Simmes

The meeting was called to order at 6:02pm

### **Announcements:**

Public in Attendance: None

### **Treasurer's Report:**

Phil Farbaniec stated that he does not have any figures to provide but does know that they are right on track with where they were last year.

Joel Jacko stated that they have approximately \$140,000 in the mortgage account, \$300,000 in CD's and \$120,000 in the Norowal account. He feels that they should consider moving some money from the Norowal account into a CD or interest bearing account leaving the remainder for start up. He thinks that they could transfer \$50,000. If they should need it for any reason they could always move it back. He feels that they should move the money to get some kind of interest. The Board agreed.

### **Payment of bills**

### **Correspondence**

### **New Business**

End of the season wrap-up

Closed for the season-Chain down- Electricity Off- Water Drained?

Both gas tanks were emptied and cleaned. Zandy Gabriels asked if the water was drained. Phil Farbaniec stated that he would presume that it was done, but will find out for sure.

Price Changes for 2010- agreed- Mailings to '09 renters?

Phil Farbaniec stated that currently they only have 2 dock spaces left. He stated that they raised their price by \$3 per foot for dock space but left the parking and launching fees the same.

Phil Farbaniec stated that they have grown the inside storage somewhat. He thinks that they now have 8-9 customers for this service.

Stormwater along road to Sagamore- Melvin- Done

Scott Andersen stated that Melvin completed the work on the guardrail. He stated that he did a great job and was proud to be involved in the project. He stated that some trees were also taken down and the wood was left there for anyone who wished to take it.

Ray Supply- video camera/motion detector/computer for launch ramp after hours- installed, but online access undetermined-not working due to no electricity.

Jason Saris stated that the camera has been installed and is working pretty well. However, there are some issues. He stated that they need to determine how they want to use it. He stated that they have the option to use a wide shot to have an overall view of the marina or they could use a close-up to see license plates. He stated that he is not sure that it will matter what view because they will still be able to determine what car it was and if it is still in the lot. He stated that they may even recognize the car or the individual without having the close view.

Jason Saris stated that someone from Ray Supply would be willing to sit down and talk to the staff. He stated that he told Ray Supply to wait a little while for the meeting so the staff could see it in use and work with it so that they can have their questions answered all at one time. He stated that the camera is a bit sensitive to motion, but that will take some adjustment until they learn the system a little better.

Phil Farbaniec asked if they have a computer dedicated for this camera. Jason Saris stated that the Town has declared some computers surplus and have offered one to Norowal, but it has not been installed so they are using their current computer.

Jason Saris stated that this camera is also expandable should they decide to have more views of more areas. Art Baker stated that he liked the idea of adding more cameras or views to the system because they could use one at the launch. This could then be connected to the website to show the access to potential launching customers. Joel Jacko asked if it would be to their advantage to add more cameras. Jason Saris replied yes, but he doesn't see the need right now unless they feel that this is not meeting their needs. He added that they could also have a live image feed into the website that could show the weather, docks, etc. Art Baker stated that the camera might help lower their insurance rate.

Phil Farbaniec asked how much do they have invested so far. Jason Saris replied that they have spent approximately \$3,000 so far. Joel Jacko asked how much more would it cost to add these upgrades. Jason Saris replied that it would depend on the upgrades. Joel Jacko asked if they have put up any signs up yet to warn of the use of the camera. Jason Saris replied that they do not have the signs up as of yet, but they will need to.

Art Baker asked if the chain would be down now that they have the camera in place. Scott Andersen replied that he still feels that the chain should go up after hours at 8pm. Phil Farbaniec stated that he thought they got the camera so that they could eliminate the use of the chain. Jason Saris stated that he thinks that the camera would be used in the off-season when they close earlier. His primary concern is not for the ramp, but rather the parking of the cars and trailers without their attendants there. He stated that they can only manage the parking lot when they are open.

Winterization- Snow Plowing for 2009-2010/Bubblers -contracts sent out?

Scott Andersen stated that he received the contracts for the snowplowing and bubblers. He stated that the bubblers are all in place and have been tested. However, they have not been turned on yet. He asked the Board if they want him to plow the area like he did last year. He would like to know before they get any snow so that he does not have to deal with plowing 2' of snow to get it all open. Phil Farbaniec stated that they want to maintain access for the snowmobilers, fire company and ice fisherman. Scott Andersen stated that they have always plowed around everything but last year they decided to keep the 2 parking

lots open. The Board agreed that they would keep the whole area open. Zandy Gabriels asked what he plans on doing with the launch ramp. Scott Andersen replied that he would plow half of it and leave half level for the fire department so that they can have access for the air boat.

MOP (2) to be copied and distributed, revised for all BOD

Spring- Marine Trades Association- Show- Staffing, materials, etc

Scott Andersen stated that they have a spot reserved for Norowal. However, they need to commit and send in their payment. Phil Farbaniec stated that he feels that they should participate because it is a great opportunity for exposure that they have not taken full advantage of.

Art Baker stated that he does not think that Joan Baldwin is overly enthusiastic about it. She doesn't seem to think that they gain much out of attending. Joel Jacko stated that since they have almost all of their dock spaces filled he is not sure of the advantages of attending the show. He is also not sure that it will affect their launching either. Scott Andersen stated that there are a lot of people that attend this show and he feels that it is good exposure for Norowal. Zandy Gabriels agreed and stated that he feels that they should participate.

Joel Jacko stated that he does not feel that it affect them much from participating last year nor has it increased the amount of hits to their website. Scott Andersen stated that they can all agree that their website needs to be worked on. He stated that they need to hire a professional firm and have it done. Phil Farbaniec stated that the Town is having their website re-done as is the Chamber of Commerce and suggested that they look into this as well. Jason Saris stated that they need to link their website properly to searches so that their site will come up more frequently. Scott Andersen stated that they would be paying for placement. There was discussion of hiring a professional firm to handle updating their website. Phil Farbaniec asked if Lori LaGoy would be able to update their site in this same manner. Art Baker replied that she probably could. However, whoever updates their site needs to keep it fresh and updated so that people will come back. He stated that he would arrange for both Mannix Marketing and Lori LaGoy to draw up proposals and possibly meet with the Board regarding the website. From that point they could make a decision.

Jason Saris suggested getting a digital camera so that the staff could take pictures of a big catch to post on the website. Art Baker suggested that they add some links to their site for other local marinas and businesses that their customers would find useful. The Board agreed.

### **RESOLUTION:**

Zandy Gabriels moved, seconded by Scott Andersen to participate in the Marine Trades Association Boat Show on March 26, 27 and 28 at The Dome at a cost of \$450.00. Joel Jacko abstained. All Others in Favor. Motion Carried.

There was discussion about getting materials and staffing for the show. Scott Andersen stated that they have a lot of materials and supplies from last year and would need to coordinate with Joan Baldwin to better organize what their needs might be for the show.

DEC- use of office space at Norowal Marina

Phil Farbaniec stated that he has seen very little action or progress over there. The State was out of there by Labor Day.

### **Old Business:**

Electrician- Fitzgerald provided concept for future improvements- 8 hours are heavy users

Phil Farbaniec stated that they have made some temporary fixes, but they will need to discuss long term solutions for this problem. He would eventually like to separate the electricity from the docks off of Norowal's system and charge it back to the users. Scott Andersen suggested that they get an estimate to upgrade the dock with meters. He stated that they could work on this project one dock at a time. Joel Jacko asked if they should get the DEC involved with this. The Board agreed that they should approach the DEC for some financial assistance when they are ready to upgrade the docks. Zandy Gabriels stated that he feels that they should wait until they have the MOP in place. Scott Andersen stated that he thinks that they should get Mike Fitzgerald to provide some different options, with quotes, to correct the situation and they can go from there.

Concept of self launch- raised earlier- requires ½ ton 4WD truck/check with insurance- Rounds and legal Muller

NYS DOT Easement for 9N re-paving project- status-Scott Andersen-Counsel Muller- no update

Scott Andersen stated that he emailed Counsel Muller who has indicated that he is still working on this matter. Phil Farbaniec asked if the project was on hold for the winter season. Scott Andersen replied yes. Jason Saris stated that they will plan on continuing work on the sidewalks except for the areas that they are waiting for National Grid to move the utility poles. Scott Andersen stated that someone he spoke from DOT stated that they also need to move the red light on the corner.

Property Tax Re-imbusement

Phil Farbaniec stated that they have yet to hear anything more from the State nor have they received payment. He asked if they should be doing anything on this. Zandy Gabriels stated that there really is nothing they can do but wait for re-imbusement. Phil Farbaniec stated that they are looking at a little over \$30,000 because this goes back for 3 years.

Shower/Laundry Facility update

Joel Jacko stated that he feels that this would be great investment. They should really start looking into this and get some proposals. Scott Andersen agreed. He discussed a possible option for the showers. He stated that there is a firm in Saratoga who are doing government/military work. They take steel containers and create buildings. He stated that it is brought in to sit on a cement block, it is sided. He stated that it would have 6 bathrooms and 6 shower stalls for approximately \$25,000 to set it down on the foundation. Phil Farbaniec asked if it would be like a modular unit including the fixtures. Scott Andersen replied yes and they are willing to customize it. He stated that the company has invited them down to their place so that they can show them the process and the final product. There was further discussion about this concept. Scott Andersen stated that he provide more information to the Board.

Joel Jacko stated that they have been talking about this idea for 3 years and feels that they really need to address the issue soon. Scott Andersen agreed that this is something that will be a huge asset to Norowal Marina. Phil Farbaniec stated that he would like to set a goal to address the bathroom/laundry facility for the 2011 season.

Insurance-renewals? Workman's Comp

Zandy Gabriels stated that he was not sure if they needed to renew any policies at this time. Phil Farbaniec stated that in September the received some communication about rolling over their premium.

Scott Andersen stated that the managers should know if they are up to date. Joel Jacko stated that he would follow-up to be sure that they are up to date and covered.

#### Contracts/Agreements for Dock Rental and Self-launch

Scott Andersen stated that the contracts have not changed since they updated them last year.

#### Slip and Fall Claim

Phil Farbaniec stated that he does not see this going anywhere, but they do have their insurance company reviewing it. He stated that the incident did not even occur on their property.

#### BOD Terms expiring

Phil Farbaniec's term is to expire 12/31/09

Scott Andersen's term is to expire 12/31/09

Their recommendations re-appointment will be up for approval at the TB meeting in January.

Next Meeting: Wednesday, December 16, 2009 @6pm Town Hall

#### **Executive Session:**

Scott Andersen moved, seconded by Joel Jacko to adjourn to Executive Session at 7:07pm. All in Favor. Motion Carried.

#### **Adjourn:**