



TOWN COUNCIL – AGENDA REQUEST FORM

THIS FORM WILL BECOME PART OF THE BACKGROUND INFORMATION USED BY THE COUNCIL AND PUBLIC

Please submit Agenda Request Form, **including back up information**, 8 days prior to the requested meeting date. **Public Hearing requests must be submitted 20 days prior to requested meeting date to meet publication deadlines** (exceptions may be authorized by the Town Manager, Chairman/Vice Chair).

MEETING INFORMATION

Date Submitted: January 26, 2021
Submitted by: Robert Price
Department: Community Development
Speakers: N/A

Date of Meeting: March 11, 2021
Time Required: 5 minutes
Background Info. Supplied: Yes: No:

CATEGORY OF BUSINESS (PLEASE PLACE AN "X" IN THE APPROPRIATE BOX)

Appointment:	<input type="checkbox"/>	Recognition/Resignation/ Retirement:	<input type="checkbox"/>
Public Hearing:	<input checked="" type="checkbox"/>	Old Business:	<input type="checkbox"/>
New Business:	<input type="checkbox"/>	Consent Agenda:	<input type="checkbox"/>
Nonpublic:	<input type="checkbox"/>	Other:	<input type="checkbox"/>

TITLE OF ITEM

2021 Milfoil Grant Funds for Horseshoe Pond & Naticook Lake

DESCRIPTION OF ITEM

To ask the Town Council to accept and authorize the expenditure of up to \$16,350 for the milfoil treatment program at Horseshoe Pond and Naticook Lake, of which \$6,450 is from a grant from NHDES for milfoil control, and the Town's matching share is \$9,810, to be funded from the Milfoil Expendable Capital Reserve Fund, and to authorize the Town Manager or her designee to execute any and all documents which may be necessary. This request represents funding to allow for treatment of milfoil in Horseshoe Pond & Naticook Lake in 2021.

REFERENCE (IF KNOWN)

RSA:	31:95-b	Warrant Article:	_____
Charter Article:	8	Town Meeting:	_____
Other:		N/A	

EQUIPMENT REQUIRED (PLEASE PLACE AN "X" IN THE APPROPRIATE BOX)

Projector:	<input type="checkbox"/>	Grant Requirements:	<input type="checkbox"/>
Easel:	<input type="checkbox"/>	Joint Meeting:	<input type="checkbox"/>
Special Seating:	<input type="checkbox"/>	Other:	<input type="checkbox"/>
Laptop:	<input type="checkbox"/>	None:	<input checked="" type="checkbox"/>

CONTACT INFORMATION

Name:	<u>Robert Price</u>	Address	<u>Community Development Dept.</u>
Phone Number	<u>(603) 424-3531</u>	Email Address	<u>rprice@merrimacknh.gov</u>

LEGAL NOTICE
Town of Merrimack
Public Hearing

Residents of Merrimack are hereby advised that the Town Council will hold a public hearing to authorize the acceptance and expenditure of up to \$16,350, of which \$6,540 is from a grant from the New Hampshire Department of Environmental Services (NHDES), in addition to the Town's matching share of \$9,810, to be funded from the Milfoil Expendable Capital Reserve Fund, to allow for variable milfoil control efforts in portions of Horseshoe Pond and Naticook Lake, pursuant to RSA 31:95-b and Charter Article 8-15. The public hearing will be held on **Thursday, March 11, 2021, at 7:00 PM** in the Matthew Thornton Room located at 8 Baboosic Lake Road in Merrimack.

For Town of Merrimack Use:

Posted: March 3, 2021

To Be Published: March 3 2021 (*Union Leader*)

To Be Published: March 5, 2021 (*Sunday Select – Merrimack Edition*)



Town of Merrimack, New Hampshire

Community Development Department

6 Baboosic Lake Road

Town Hall - Lower level - East Wing

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www.merrimacknh.gov

Planning - Zoning - Economic Development - Conservation

MEMORANDUM

Date: January 26, 2021
To: Tom Koenig, Chair, & Members, Town Council
From: Robert Price, Planning & Zoning Administrator
Subject: **2021 Milfoil Grant Funds for Horseshoe Pond & Naticook Lake**

Attached for your information are documents pertinent to the 2021 milfoil grant funds recently awarded to the Town of Merrimack. Should the Council vote to accept and authorize the expenditure of funds, the necessary paperwork will be completed, notarized and forwarded to the NH Department of Environmental Services (NHDES) for processing.

Horseshoe Pond and Naticook Lake have both been managed annually for Variable Milfoil (*Myriophyllum heterophyllum*) since 2012 using a variety of chemical and non-chemical techniques. Maintenance work is needed on an ongoing basis to help prevent the infestation from increasing and keep milfoil to a minimum.

In 2020, milfoil in Horseshoe Pond was given an herbicide treatment and followed-up with DASH (Diver Assisted Suction Harvesting). NHDES has previously informed the Town that a mix of herbicide and DASH are likely to be necessary going forward, with herbicide use being limited to periods when DASH alone is not sufficient to control growth. For 2021, only DASH is required.

In Naticook Lake, a small herbicide treatment was applied to the "lagoon area" which yielded positive results. Additionally, a benthic barrier was installed along the lake floor in the Wasserman waterfront area. Unfortunately, this barrier was prematurely ripped out and left on the shore, presumably by fishermen. The good news, however, is that the barrier was in place long enough to stunt growth and allow DASH efforts in the area to be successful. Given this outcome, DASH is the only proposed treatment action necessary for 2021.

With respect to the 2021 grant funding, the NHDES selected Aqualogic for DASH management.

The estimated total for Milfoil treatment in 2021 is \$16,350 while the NHDES grant amount awarded to Merrimack is \$6,540 (40%), meaning that the Town's share of the total cost would be \$9,810 (see table on page 2 for a breakdown):

	Herbicide Treatment	Diver/DASH	Benthic Barrier	Totals
Total Cost	N/A	\$16,350 (13 days between both Horseshoe Pond & Naticook Lake)	N/A	\$16,350
Grant Award	N/A	\$6,540	N/A	\$6,540
Local Cost	N/A	\$9,810	N/A	\$9,810
Service Provider	N/A	Aqualogic	N/A	

The funds to cover milfoil treatment would be expended from the Milfoil Capital Reserve Fund. In order to maximize effectiveness, the treatments should be able to begin prior to the new fiscal year beginning in July.

Please find enclosed the following materials:

- NHDES letter dated January 21, 2021 from Amy Smagula, Exotic Species Program Coordinator notifying the Town of Merrimack of the Horseshoe Pond and Naticook Lake project selection;
- Aqualogic bid proposals for DASH in Horseshoe Pond & Naticook Lake;

Suggested Motion:

(I) move to accept and authorize the expenditure of up to \$16,350 for the milfoil treatment program at Horseshoe Pond and Naticook Lake, of which \$6,540 is from a grant from NHDES for milfoil control, and the Town's matching share is \$9,810 to be funded from the Milfoil Expendable Capital Reserve Fund, and furthermore, the Town Council authorizes the Town Manager or her designee to execute any and all documents which may be necessary.

Cc: File
 Ec: Paul Micali, Assistant Town Manager/Finance Director
 Timothy J. Thompson, AICP, Community Development Director
 Roger Gettel, Naticook Lake Conservation Association



The State of New Hampshire
Department of Environmental Services



Robert R. Scott, Commissioner

January 21, 2021

RE: 2021 Exotic Aquatic Species Control Grant

Dear Mr. Price:

Congratulations! The Department of Environmental Services (NHDES), Exotic Species Program has selected your exotic aquatic plant control project to receive grant funds in 2021. Below is a breakdown of total project cost(s), grant award (40% of project costs), and costs to be incurred by local entities.

	Herbicide Treatment	Diver/DASH
Total Cost	n/a	\$16,350.00 (13 days between both Horseshoe and Naticook, with an estimated 8 days on Naticook and 5 days on Horseshoe)
Grant Award	n/a	\$6,540.00
Local Cost	n/a	\$9,810.00
Service Provider	n/a	Aqualogic

Total Grant Award: \$6,540.00

DES is now in the process of compiling the necessary paperwork to proceed with obtaining approval on this grant allocation. Attached to the transmittal email, please find several documents that pertain to the granting of funds to your group from NHDES for 2021.

PLEASE READ CAREFULLY AND FOLLOW ALL INSTRUCTIONS BELOW:

1. Please print the Grant Agreement, Exhibits and Certificate of Authority (attached to email and specified below), on plain white paper, *single-sided*, and complete as detailed below:
2. **Grant Agreement:** To be completed before a Notary Public. Please have the appropriate person in your organization complete lines 1.11 through 1.13.2 of the Grant Agreement in the presence of a notary.
 - a. This requires the name, position and signature of the individual authorized to sign for your group.
 - b. This same person must initial and date the bottom right of each of the pages of this document (note that it says “contractor initials,” this is indeed the person signing for your group, not the hired entity who does the work). The person who signs the Grant Agreement is the “contractor” for the project, and should be the one who initials and dates each page. It *does not* mean the contractor who is hired to do the work.
 - c. This document needs an acknowledgement by a Notary Public.

3. **Exhibits:** Each of the three pages in the Exhibits document must be initialed and dated, on the bottom right, by the same person who completed the Grant Agreement in #2 above, and should have the same date as the Grant Agreement.
4. **Certificate of Authority:** To be completed before a Notary Public. This is a certificate that verifies that the person who signs the Grant Agreement in #2 above is in a position that is authorized to do so. This form must be completed by someone other than the person who signed the Grant Agreement and Exhibits.

For example: If the President of your organization filled out the Grant Agreement and initialed and dated the four pages of the Grant Agreement, and initialed and dated the three pages of the Exhibits, then *someone else* like the Treasurer, Vice President, Secretary, or other officer will serve as the “certifying officer” and can fill out the Certificate of Authority, verifying, in their own capacity, that the President was authorized to sign the Grant Agreement and initial the Exhibits. *The person who fills out the grant agreement cannot fill out this Certificate, they can only be named on it as the person authorized to sign the grant agreement.*

Specifically, the certifying officer will:

- a. Write the OFFICE of the person who signed the Grant Agreement on line (3) of the Certificate of Authority.
- b. Print the NAME of the person who signed the Grant Agreement on line (5) of the Certificate of Authority.
- c. Fill out the rest of this form with their own information (name, position in the group), doing so before a Notary Public. *Also note that if someone does this separately, it needs to ultimately hold the same date, or a date prior to the one shown on the signed Grant Agreement and initialed Exhibits, so the Certificate of Authority cannot be dated after the Grant Agreement and Exhibits are executed.*

Items 2, 3 and 4 should be completed and returned to my attention at the address below no later than February 15, 2021.

All payments/disbursements will be made on a reimbursement basis upon submission of appropriate invoicing for services or materials rendered, and the appropriate match percent will be applied to each invoice received by DES.

Please note that the contractual process cannot begin until we have all of the completed paperwork from your group. Your rapid attention in preparing these documents and returning them to me is much appreciated, and it will aid in expediting this frequently lengthy grant approval process.

I will be working on preparing and/or updating (as appropriate) a long-term management plan for your waterbody. Once it is fully drafted, I will be sending it to you electronically for review. In late February, I will be sending it to the contractor(s) who will be performing the control actions for your waterbody, so they can use it for planning purposes.

If you have not already done so, please confirm with the contractor(s) listed above that you accept their bid and would like to secure their services as outlined in the bid(s) for 2020.

If you have questions at any point during the grant process, or would like clarification on how to complete the paperwork, please do not hesitate to contact me at Amy.Smagula@des.nh.gov. *Paperwork that is not completed correctly will need to be returned, and this will delay the grant processing.*

Sincerely,

A handwritten signature in blue ink that reads "Amy Smagula". The signature is written in a cursive, flowing style.

Amy P. Smagula
Exotic Species Program Coordinator



Horseshoe Pond and Naticook Lake NH 2021 DASH Bid

1.) Team Information Cost \$ 900.00/day
Number of Divers 3

Personnel Info:

- The work crew consists of 3 on-site personnel. All personnel are PADI Weed Control Certified, Open Water Certified and First Aid/CPR AED Certified.
- Each diver completes 2 hours of harvesting each day, making time under the water most effective.

2.) Equipment Cost \$350.00/day

3.) Cost per day \$350.00 + \$900.00
\$1250.00

Description of **Dive Day**:

- Each workday includes up to 2 hours of preparation, area survey and clean up, and 6 hours of total dive time. All 3 divers complete 2 hours of harvesting.

4.) One Time Set Up Fee \$100.00

5.) Estimated Project Cost:

- Based on 8 Days (Naticook Lake) \$10,100.00
- Base on 5 Days (Horseshoe Pond) \$6,350.00
- Based on 13 Days (Both Waterbodies) \$16,350.00

Thank You!

Note: While the set up fee was added to the three project estimates, it will only be charged once for both waterbodies for the entire season.