



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: February 1, 2024
Submitted by: Casey Wolfe-Smith
Department: Community Development
Speakers: Robert Price

Date of Meeting: February 15, 2024
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

2024 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 \$52,146 for the milfoil treatment program at Horseshoe Pond and Naticook Lake, of which \$26,073 is from a grant from NHDES for milfoil control, and the Town's matching share is \$26,073, to be funded from the Milfoil Expendable Capital Reserve Fund, and to authorize the Town Manager or his 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 2024.

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: Casey Wolfe-Smith Address: Community Development Dept.

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 \$52,146 for the milfoil treatment program at Horseshoe Pond and Naticook Lake, of which \$26,073 is from a grant from the New Hampshire Department of Environmental Services (NHDES) for milfoil control, and the Town's matching share is \$26,073, to be funded from the Milfoil Expendable Capital Reserve Fund, pursuant to RSA 31:95-b and Charter Article 8-15. The public hearing will be held on **Thursday, February 15, 2024, at 7:00 PM** in the Matthew Thornton Room located at 8 Baboosic Lake Road in Merrimack.

For Town of Merrimack Use:

Posted: February 7, 2023

To Be Published: February 7, 2023 (*Union Leader*)



Town of Merrimack, New Hampshire

Community Development Department

603 424-3531

6 Baboosic Lake Road

Fax 603 424-1408

Town Hall - Lower level - East Wing

www.merrimacknh.gov

Planning - Zoning - Economic Development - Conservation

MEMORANDUM

Date: February 1, 2024

To: Finlay Rothhaus, Chair, & Members, Town Council

From: Casey Wolfe-Smith, Planning & Zoning Administrator

Subject: 2024 Milfoil Grant Funds for Horseshoe Pond & Naticook Lake

Attached for your information are documents pertinent to the 2024 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 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 2023, milfoil in Horseshoe Pond was treated only via DASH (Diver Assisted Suction Harvesting). For 2024, NHDES has informed the Town that a mix of DASH and herbicide are necessary.

In Naticook Lake, DASH was the only treatment method used to manage milfoil in 2023. The same is proposed for 2024.

With respect to the 2024 grant funding, the NHDES selected Aqualogic for DASH management and The Pond and Lake Connection for herbicide application.

The estimated total for Milfoil treatment in 2024 is \$52,146 while the NHDES grant amount awarded to Merrimack is \$26,073 (50%), meaning that the Town's share of the total cost would be \$26,073 (see table on page 2 for a breakdown):

	Herbicide Treatment	Diver/DASH	Benthic Barrier	Totals
Total Cost	\$32,245	\$19,900 (12 days between both Horseshoe Pond & Naticook Lake)	N/A	\$52,146
Grant Award	\$16,123	\$9,950	N/A	\$26,073
Local Cost	\$16,123	\$9,950	N/A	\$26,073
Service Provider	The Pond and Lake Connection	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 June.

Please find enclosed the following materials:

- NHDES letter dated January 25, 2024 from Amy Smagula, Exotic Species Program Coordinator notifying the Town of Merrimack of the Horseshoe Pond and Naticook Lake project selection;
- Aqualogic bid proposal for DASH in Horseshoe Pond & Naticook Lake; and
- The Pond and Lake Connection bid proposal for herbicide application in Horseshoe Pond.

Suggested Motion:

(I) make a motion to accept and authorize the expenditure of up to \$52,146 for the milfoil treatment program at Horseshoe Pond and Naticook Lake, of which \$26,073 is from a grant from NHDES for milfoil control, and the Town’s matching share is \$26,073 to be funded from the Milfoil Expendable Capital Reserve Fund, and furthermore, the Town Council authorizes the Town Manager or their designee to execute any and all documents which may be necessary.

Ec: File
 Adam Britten, Finance Director
 Robert Price, Community Development Director
 Roger Gettel, Naticook Lake Conservation Association (rogergettel@comcast.net)



The State of New Hampshire
Department of Environmental Services



Robert R. Scott, Commissioner

January 25, 2024

Town of Merrimack
 Community Development

Dear Ms. Wolfe-Smith:

Congratulations! The Department of Environmental Services (NHDES), Exotic Species Program has selected your exotic aquatic plant control project to receive grant funds in 2024. Below is a breakdown of total project cost(s), grant award (up to 50% of project costs), and costs to be incurred by local entities.

	Herbicide Treatment	Diver/DASH
Total Cost	\$32,245 (Up to 38 acres)	\$19,900 (12 days of DASH)
Grant Award	\$16,123	\$9,950
Local Cost	\$16,123	\$9,950
Service Provider	The Pond and Lake Connection	Aqualogic, Inc.

Total Grant Award: Up to \$26,073.00

NHDES 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 2024.

PLEASE READ CAREFULLY AND FOLLOW ALL INSTRUCTIONS BELOW- INCOMPLETE OR INCORRECTLY COMPLETED PAPERWORK WILL NEED TO BE RETURNED:

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:

1. **Grant Agreement:** Please have the appropriate person in your organization, who is authorized to sign on behalf of the organization:
 - i. complete lines 1.11 and 1.12 of the Grant Agreement.
 - ii. This same person must initial and date the bottom right corner of each of the three pages of this document (there are no lines, but somewhere down in the bottom right corner of each page is fine)
 - iii. The original inked document must be sent to NHDES by snail mail.

2. **Exhibits:** Each of the pages in the Exhibits A-C document must be initialed and dated, on the bottom right, by the same person who completed the Grant Agreement in #1 above and should

have the same date as that for when the Grant Agreement was signed. The original inked document must be sent to NHDES by snail mail.

3. **Certificate of Authority:** This form is confusing, please read carefully here: This is a certificate that verifies that the person who signs the Grant Agreement in #1 above is in a position that is authorized to do so.
 - i. This form must be completed by someone other than the person who signed/initialed the Grant Agreement and Exhibits in #1 and #2 above.
 - ii. This second person fills out the form and puts the name of the entity authorized to sign on the appropriate line. See example below.
 - iii. This form must be dated before, or on the same date, that items #1 and #2 above are completed.
 - iv. This original inked document must be snail mailed to NHDES.

For example: If the President of your organization filled out the Grant Agreement and initialed and dated the pages of the Grant Agreement, and initialed and dated the 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. Basically, *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 for your group.*

4. **Certificate of Insurance-** If your group carries insurance and/or worker’s comp please ask your insurance agent to send a one-page certificate to me. Please list NHDES, 29 Hazen Drive, Concord, NH 03301 on the bottom left of the Certificate of Insurance. If you do not have insurance or workers compensation, that is OK, but I am required to ask if it is available. If you do not have insurance coverage for your group, simply email and let me know. If you do have insurance, that certificate can be emailed to me at Amy.Smagula@des.nh.gov.

Items 1-3 should be completed, and the original inked documents returned to my attention at the address listed in the footer of the letterhead, at your earliest convenience, but no later than February 16, 2024.

Item #4 can be emailed to me at Amy.Smagula@des.nh.gov.

All payments/disbursements on the grant 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 NHDES. Please email invoices as you receive them (please don’t hold them until the project is complete).

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 in the table above that you accept their bid and would like to secure their services as outlined in the bid(s) for 2024.

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,



Amy P. Smagula
Exotic Species Program Coordinator



Naticook Lake and Horseshoe Pond (Merrimack NH) 2024 Diver/DASH Bid

1.) Team Information Cost \$ 1100.00/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 or 3 hours of harvesting each day, making time under the water most effective.

2.) Equipment Cost \$550.00/day

3.) Cost per day \$550.00 + \$1100.00
\$1650.00

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.

4.) One Time Set Up Fee \$100.00

5.) Estimated Project Cost:
• Based on 12 Days \$19,900.00

Note: A down payment of \$1,850.00 is required to schedule work in 2024 and must be received by Aqualogic HQ on or before April 1, 2024. We will send you a contract and invoice for the down payment shortly after acceptance of this bid.

Thank You!



THE POND AND LAKE
CONNECTION

**1112 Federal Road
Brookfield, CT 06804**

Estimate

Date	Estimate #
11/29/2023	63241

Name / Address
Town of Merrimack, NH 6 Baboosic Lake Road Merrimack, NH 03054

Description	Qty	Rate	Total
NH Aquatic Permit for 2024 *Non-Refundable *Includes one publication of newspaper notification and mailed notification for up to 12 abutters *Mailing addresses must be provided *If during the permitting process attendance at a public hearing is required, an additional charge will apply	1	895.00	895.00
Early June Mobilization, Inspection and Treatment of Variable-Leaf Milfoil to 37.7 Acres with the Aquatic Herbicide, ProcellaCOR *Includes certified mailing to up to 12 homes and 2 newspaper notifications *Additional notifications required by permit may incur an additional charge *Includes mailing of treatment signs to one provided address for posting around the lake prior to treatment *Reduced or amended treatment areas may require a new dose calculation to be applied	1	29,750.00	29,750.00
Quote is Valid for 30 Days! Please sign and return the proposal upon approval!			Subtotal
NY #15201 / CT #2764 / NJ #99972A/ MA # CC-0048047 / RI #6781 / VT #1586-5192/ PA #BU12662			Sales Tax (0.0%)
			Total

Signature

Phone #	Fax #	E-mail	Web Site
203-885-0184	203-885-0873	pondconnection@gmail.com	www.thepondconnection.com



THE POND AND LAKE
CONNECTION

1112 Federal Road
Brookfield, CT 06804

Estimate

Date	Estimate #
11/29/2023	63241

Name / Address
Town of Merrimack, NH 6 Baboosic Lake Road Merrimack, NH 03054

Description	Qty	Rate	Total
Post-treatment inspection within 21 days of treatment *Includes 2 ProcellaCOR concentration tests and summary year-end report *Additional WQ testing requirements will incur an extra charge	1	1,600.00	1,600.00
Quote is Valid for 30 Days! Please sign and return the proposal upon approval!		Subtotal	\$32,245.00
NY #15201 / CT #2764 / NJ #99972A/ MA # CC-0048047 / RI #6781 / VT #1586-5192/ PA #BU12662		Sales Tax (0.0%)	\$0.00
		Total	\$32,245.00

Signature _____

Phone #	Fax #	E-mail	Web Site
203-885-0184	203-885-0873	pondconnection@gmail.com	www.thepondconnection.com