

COMMONWEALTH OF MASSACHUSETTS



# Sherwood Forest Lake District

## Prudential Committee Meeting



Date January 15, 2011

Time: 10:00 AM

[Location: Becket Room, Becket Town Hall  
557 Main Street, Becket, MA 01223

### MEETING MINUTES

Committee Members present: Howard G. Lerner (Chair), Stuart R. Eldred (Vice Chair), Joseph P. DeCarolis, Lucy A. Ferriss, William, F. Maier, and Stanley C. Taylor; absent William J Osborn III and Richard D. Hackbarth. Clerk/Treasurer present Robert T. Ronzio.

Public Present: None

**Prudential Committee Members Comments and Announcements** - The chair and committee members present have the opportunity to make a statement.

Introduction: Mr. Lerner brings the meeting to order at 10:03 AM and announces that parliamentary procedural rules previously adopted will regulate the conduct of the meeting in accordance with the provisions of the Open Meeting Law, other pertinent Massachusetts general laws, the by-laws of the district and local customs and traditions. Since there is no one in attendance who is unfamiliar with these provisions he dispenses with the reading of the remainder of the document.

Mr. Maier informed the committee that he had recently contacted the Conservation Commission and that Kathy Vstechka told him that the commissioners do not require the presents of a member of the SFLD Prudential Committee at their meeting to approve the renewal of the weed treatment program for the lakes in Sherwood Forest. Mr. Ronzio stated that he would most likely attend the conservation committee meeting when the weed treatment program is scheduled on its agenda. Mr. Lerner announced that he is still in the process of moving, but will soon be a full time Becket resident.

**Approval of Meeting Minutes of the December 13th, 2010** - Mr. Ronzio asks that all present take a moment to review the meeting minutes as presented. Mr. Ronzio highlights those portions of the minutes, on which the committee needs to focus. Committee members generally discuss what they understand are the differences between snowmobiles and ATVs and the use of these devices on the lakes during the winter months. Mr. Lerner states that any rules for their use during this time frame be the same as they are spelled out in the law; specifically he stated that the district's position should be to avoid any perceived appearance of having some sort of confusing double standard. Mr. Lerner states that he believes this issue is not within the district's charter or jurisdiction and that any questions by proprietors should be directed to the environmental police who have jurisdiction. A motion is made to approve the minutes as presented; motion seconded, Unanimous Approval.

**Legal Counsel Procurement documentation** - Mr. Ronzio informs committee members that the district needs have to have a signed contract with the engineering firm that will

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prepare the dam restoration plans before any work commences. Once the document is prepared the committee should have it reviewed by the district's attorney to make sure that it meets legal muster and protects the interest of the SFLD. Mr. Ronzio presents the board with documentation for the Oneida project in the City of Pittsfield, demonstrating just how in depth these proposals are. Mr. Ronzio states that the district has the discretion to hire the Morris Root Engineering Group who completed a preliminary dam assessment for the SFNA as required by the Massachusetts Office of Dam Safety, however nothing can move forward without a signed contract. It is suggested that the engineers work should focus on the first part of the project, get a contract for Little Robin and move ahead as soon as possible. Mr. Lerner confirms that they need to get things going so that they can start by spring.

**Collection of taxes/database** - Mr. Ronzio states that the State has set the district's initial tax rate and that it is ninety-one cents per thousand. Mr. Ronzio disseminates the tax rate sheet with the members present, reviewing the formula that the state follows. Mr. Ronzio notes that now that a tax rate has been sent, the district has been incorporated into the state's GATEWAY system. Mr. Ronzio explains that because the town did not release the tax bills by the first of the year there would only be one tax bill for this fiscal year. He also stated that starting with FY2012 Lake District bills will be issued and due quarterly like the town's real estate tax bills. Mr. Ronzio reports that the DOR has been extremely helpful and made the process flow smoothly. Mr. Ronzio and Mr. Lerner state that money should be flowing into the district's treasury (bank account) by March 1<sup>st</sup>, 2011.

**Loan Authorization; Book of Notes** - Mr. Ronzio states that the DOR has confirmed that district can now be looking at securing funds through the use of a Bond Anticipation Note since the district is authorized to legally borrow money. Mr. Ronzio explains that these notes are exempt from taxes in the state of Massachusetts. Mr. Ronzio states that Sherwood Greens Road District recently has taken out a similar loan. The current interest rate of 2% is discussed. It is suggested that a warrant be prepared for the next meeting so that the committee can decide whether or not they want to borrow the funds or wait for the collection of the tax money. Mr. Ronzio confirms that he has contacted some of the local banks to see if they do these types of loans, he reports that most of the smaller banks do not, however Unibank should be considered. Mr. Lerner asks for a motion; Mr. Eldred makes a motion to look into a Bond Anticipation Note; motion is seconded; Unanimous Approval. Other expenses that have been incurred by the SFLD are discussed.

**Insurance liability indemnification** - Committee members briefly discusses the need for this insurance and that payment of the bill to Haberman Insurance Group be a priority when the warrant is prepared since the underwrites quote could increase given the passage of time since the committee accepted it.

**Alternate Treasurer** - Mr. Ronzio recommends that an article be put in the warrant that an assistant treasurer be named; in the event that something happens to the elected individual. The proprietors at the next annual meeting can vote an article authorizing an assistant treasurer if one is put on the warrant. Discussion is tabled until next meeting.

**Postcard Returns** - Mr. Ronzio stated that informational postcards were sent out by SFNA; and that undeliverable postcards had been returned to the district's post office box since the SFNA had used this address prior to the formation of the district. He then queried what this may portend regarding how this may effect the soon to be mailed tax bills. Mr. Ronzio states

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that he will compile a list of the returned mail and with committee approval share the list with the town's assessor and tax collector.

**Opt-Out** – Mr. Ronzio stated that he received a phone regarding an Opt-Out request. He stated that he believes it was most likely prompted by the recent SFNA mailing.

**Website Design** – Mr. Lerner states that he has spoke with Michael McEnerney who has agreed to set up the site free of charge. Mr. Ronzio states that this is good news and hopes that Mike can begin by transferring the historical Lake District formation information on the SFNA web site to the new SFLD one ASAP. Getting the homepage up and running will help proprietors get up-to-date information about what is happening.

**Boat Sticker & Stationery Logos** - A motion is made to accept the blue background Boat Sticker; motion is seconded; Unanimous Approval. Various stationary logos and letterhead designs are discussed. Centering the logo on the letterhead is discussed. Motion to center logo on the letterhead is made; motion is seconded; Unanimous Approval. Mr. Ronzio requests that the selected files be sent to him. He will contact the printer once funds are available to have the Boat Sticker ready for dissemination this spring/summer. Stationery and envelopes will be printed as needed.

**COLAP Workshop** – Mr. Ronzio advises that he would like to attend and the committee authorizes him to do so as a representative of the district. Mr. Lerner states that he had gone last year to a LAPA event and thought it was very well worth it. Mr. Ronzio explains that COLAP and LAPA are similar organizations and LAPA officials have encouraged its member to attend the COLAP workshop.

**Publication of the Act and By-Laws** - Mr. Ronzio advises that this is still on hold at this point. He informs committee that it needs to be available by the time the annual meeting takes place.

### **Other business to come before the Committee**

Financing options and borrowing, briefly discussed. How much money is needed to be borrowed and timing is discussed. Mr. Lerner asks the committee if it can make the decision now or does it have to go to the Annual Meeting? Committee members agree that it will have to go to the Annual Meeting. Members agree that determining the project amount of money need to repair the dams needs to be ascertained as quickly as possible.

**Warrant Approval** - None at this time.

**Public Input** - None present.

**Correspondence** - Read and Reviewed. Mr. Ronzio advises that he has received a statement from Lee bank that reflects a negative balance due to service charges that are being assessed with no balance in the account as of yet.

**Adjournment** - Motion to adjourn the meeting is made; seconded: Unanimous Approval. Meeting is adjourned at 11:35 AM.

**Schedule** - Next meeting March 12<sup>th</sup>, 2011.