

Rainbow Lake Water Protection District
Board of Commissioners Meeting
February 12, 2024

The Board of Commissioners meeting was called to order by Acting Chairman Gary Leitsch at 9:00 a.m. at the Brighton Town Hall. In addition to Acting Chairman Leitsch, Commissioners present included Peter Shrope, Steven Samuels and Peter Geertz.

Board Minutes

Minutes from the meeting of the Commissioners on August 28, 2023 were unanimously approved as presented.

Treasurer's Report

Treasurer Geertz reported that from August 28, 2023, the time of the last meeting, to December 31, 2023, two bills were paid, the annual loan payment for \$19,942.08 and insurance premiums for \$2,965.00, leaving a year-end balance of \$23,474.76. Since the New Year, four additional bills were paid, the annual bill for maintenance to Randy Smith & Sons for \$3,200.00, the accounting bill for \$1,000.00 and two Adirondack Daily Enterprise bills for \$11.77 and \$18.37, respectively. The bank balance as of February 12, 2024 was \$19,244.62. The bank balance was deemed reasonable to provide for future maintenance and contingencies.

Treasurer Geertz then reviewed the accountant's reviewed financial statements for the years ended December 31, 2023 and 2022. Peter Geertz was satisfied with the professionalism and response of the accounting firm. No exceptions to generally accepted accounting principles were noted. Year over year, cash dropped by \$162. After the fourth annual loan payment the balance is now \$180,001. The statements and related disclosure indicate that the district is in good financial condition.

Dam Control and Maintenance

Gary Leitsch referenced the bill from Randy Smith & Sons, Inc. for 2023 dam maintenance in the amount of \$3,200, which was previously provided via email. The bill was in line with previous years and deemed reasonable based on the number of visits to the dam.

The annual record of flash board operation and dam maintenance and inspection reports were reviewed. With the exception of the proposed tree cutting, no other items requiring further action were noted.

The Application for a Temporary Revocable Permit for cutting six trees at the dam has been submitted to the DEC but the permit has not yet been granted. Gary Leitsch has solicited and received interest from three local contractors for tree cutting but will wait to solicit bids until the permit has been issued. Engaging Paul Smiths College students to get involved was deemed impractical due to the time limitation.

Annual review/update of Emergency Notification Flowchart

Gary Leitsch referenced the Emergency Notification Flowchart previously distributed via email and noted that it has been updated to reflect contact information changes. The board will continue to rely on Blue Mountain Engineering for required updates.

Review of Procurement Policy

Gary Leitsch presented a draft of a procurement policy that was in his predecessor Chairman Gorham's files. As the policy is based on General Municipal Law, it was deemed to be not applicable to the Rainbow Lake Water Protection District. The policy, however, may be referred to in the future as a guideline for responsible purchase procedures for the District.

Commissioner Membership and Election of Officers

Gary Leitsch presented the acceptance by the Franklin County Legislature of the appointment of Steven Samuels to the Board to fill the position vacated by Roger Gorham until July, 2025, as well as the renewal of four year terms for Gordon Sawyer and Peter Geertz through February, 2028.

Peter Geertz presented a slate of officers for the upcoming year consisting of Gary Leitsch as Chair, Steven Samuels as Secretary and Peter Geertz as Treasurer. The slate was unanimously approved.

There was discussion concerning the need for staggering board member terms. It was noted that the terms are currently sufficiently staggered, with one term expiring in 2024, 2025 and 2027, respectively and two terms expiring in 2028. As Peter Shrope's term expires in July, 2024, he agreed to have his term extended for another four years. Other eligible residents on the waterway will continue to be encouraged to get involved with the Commission.

Other:

There was discussion concerning the request from the Town of Franklin for a warning sign to be installed at the bridge prior to the dam. There was some uncertainty as to whether this was done. Gary Leitsch will check on this at his next visit to the dam.

The Board expressed their appreciation for Roger Gorham's service and tenure as Chairman for the last seven years.

The next meeting date will be held on June 10, 2024 at 9 a.m. at the Brighton Town Hall.

Adjournment

The meeting was adjourned at 9:37 a.m.

Respectfully submitted,
Peter Geertz, Secretary