

Rainbow Lake Water Protection District
Board of Commissioners Meeting
June 20, 2018

The Board of Commissioners meeting was called to order by Chairman Roger Gorham at 11:05 a.m. at the Brighton Town Hall. In addition to Chairman Gorham, Commissioners present included Ralph Bennett and Peter Geertz with Peter Shrope joining at 11:15. Also attending were John Carr (Blue Mountain Engineering), Raymond Lobdell (Northeast Concrete) and Tom Delles (Tuscarora Construction).

Dam Modification:

John Carr reviewed the plans and bid specifications for the benefit of the interested contractors present, including bid due date, construction completion date, and other pertinent detail. He then invited all to a site visit where further details were explained, including the operation of the flash gates and required modifications to the stop logs. The need for minimal impact on state lands was emphasized. All but Peter Shrope attended the site visit.

Roger Gorham updated the commissioners on the status of the DEC permit process, indicating that the state engineer expects to finish his review today or tomorrow. John Carr mentioned that if the permit is not received by Thursday, June 21, the bid due date will need to be postponed from June 28 to July 10 as time is needed to attach the DEC permit to the bid package via an addendum. Several attempts to contact bond counsel concerning the progress of the OSC application were unsuccessful so far.

Treasurer's Report:

Treasurer Geertz indicated that the RLWPD has a current cash balance of \$16,326.98. Items paid since the last meeting included Adirondack Daily Enterprise (ADE) for \$8.80, Bond Counsel \$6,000.00 and Engineering \$14,927.19. All items were within budgeted amounts. The current cash balance should be sufficient to cover estimated remaining engineering fees, insurance and dam maintenance until the next anticipated tax revenue.

Adjournment:

The meeting was adjourned at 1:05 p.m. The next meeting of the RLWPD is anticipated to be scheduled when construction bids are ready to be reviewed, July 11, if no change to the bid due date is needed, or July 18 if the bid due date is extended to July 10. The meeting will be held at the Brighton town hall at 1 p.m.

Respectfully submitted,
Peter Geertz, Secretary

Rainbow Lake Water Protection District

Policy and Procedures for the Operation of the Flash Boards and the Performance of Dam Maintenance at the Rainbow Lake Water Protection District Dam, Town of Franklin, Franklin County New York (NYS Dam No.182-1308):

1. The purpose of the flash boards is to maintain lake levels above the upper spillways during dry periods.
2. The flash boards must be raised for routine maintenance, to protect the dam and embankments from overtopping, and to minimize the possibility of dam failure that would result in lake drainage and downstream flooding. Therefore, the flash boards are to be raised during the following conditions:
 - a. Throughout the winter when access to the dam is limited;
 - b. During periods of high rainfall or runoff from snow melt;
 - c. At times when a large amount of precipitation is forecast;
 - d. For dam maintenance;
 - e. In the event the dam is showing signs of failure or potential failure;
 - f. When required by the NYSDEC.
3. When raised for the winter or in the event of a flood, potential flood, or a dam safety issue, the flash boards must be raised to the highest possible level (i.e. fully opened).
4. The RLWPD Board of Commissioners will contract for services of dam operation, including the adjustment and operation of the flashboards and the completion of routine inspection and maintenance of the dam. Only designated contractors, authorized by the RLWPD Board, shall operate the dam. Selected contractors must provide complete contact information for a chief operator and at least one back-up operator and must provide a Certificate of Insurance covering all individuals authorized to do this work. The Certificate of Insurance must list the Rainbow Lake Water Protection District as additional insured. An emergency contact telephone number shall be posted at the dam.

5. A record of all dam inspections, operations, adjustments, and maintenance is to be submitted annually by the Chief Dam Operator and filed by the RLWPD Board of Commissioners at the Brighton Town Hall (see attached Record of Inspections, Operations, Adjustments, and Maintenance). Such record will include:
 - a. The inspection, adjustment, or maintenance performed;
 - b. The date;
 - c. The person doing the work;
 - d. The lake level prior to the adjustment; and
 - e. The purpose of the adjustment or maintenance.
6. Annual maintenance will include:
 - a. Inspection of all mechanical features
 - b. Maintenance of all mechanical features, to include greasing and/or repairs
 - c. Painting, as necessary
 - d. Removal of debris (logs, etc.) from the spillways
 - e. Security inspections and repairs, as necessary
7. As part of maintenance procedures, the operation of the flash boards will be tested at least bi-annually by the Chief Dam Operator to ensure all components are in working order.
8. A Department of Environmental Conservation water level gauge is located on the boathouse at 80 Hull Road, Rainbow Lake, NY and serves as the RLWPD official water level determinant. A second water level gauge is located at the dam. The optimal water level is approximately 1.4 feet (approximately 2.4 feet at the dam). To the extent possible, given weather conditions and/or forecasts, the following water levels on this gauge will trigger flash board adjustment:
 - a. An actual (or anticipated) water level of 2.0 feet at Hull Road (approximately 3.0 feet at the dam) will result in opening the flash boards;
 - b. An actual (or anticipated) water level of 1.5 feet at Hull Road (approximately 2.5 feet at the dam) will result in closing the flash boards;
9. Any waterfront property owner may submit a written request (with rationale) to raise or lower the flash boards. Such request must be directed to the Chair of the RLWPD Board of Commissioners or his/her designee, who will confer with the Chief Dam Operator. The Chief Dam Operator will assess the situation and recommend a response, which will be communicated to the lakeshore resident by the RLWPD Commissioner(s) designated to do so.
10. Flash boards are to be raised for the winter between October 1 and October 31; lowered by late April, weather and snow melt permitting.
11. Complete contact information for the Chief Dam Operator and the back-up operator(s), as well as instructions on how to raise or lower the flash boards and other facets of operation, maintenance, and inspection will be filed with the Board of Commissioners at the Brighton Town Hall.

Rainbow Lake Water Protection District

Annual Record of the Operation of the Flash Boards and the Performance of Dam Maintenance at the Rainbow Lake Water Protection District Dam, Town of Franklin, Franklin County New York (NYS Dam No.182-1308)

Year _____

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DATE	TIME	BY	FLASHBOARD LEVELS ⁽¹⁾			LAKE LEVEL (AT DAM)	COMMENTS AND NOTES ⁽²⁾
			EAST	CENTER	WEST		

NOTES:
 (1) RECORD THE TOP OF EACH FLASHBOARD IN INCHES ABOVE OR BELOW THE TOP OF THE SUPPORT CHANNEL: (-) FOR BELOW CHANNEL AND (+) FOR ABOVE CHANNEL.
 (2) RECORD ADJUSTMENT PERFORMED, MAINTENANCE COMPLETED, PURPOSE OF THE ADJUSTMENT OR WORK, UNUSUAL CONDITIONS, ITEMS REQUIRING REPLACEMENT OR REPAIR, ETC. USE BACK IF NECESSARY.