

**Lemon Fair Insect Control District  
Cornwall, VT  
October 6, 2015**

**Minutes:**

**1. Call to order:** 5:05

Present: David Dodge, Lew Castle, Dinah Bain, Chris Chapline, Chuck Burkins, Melissa Lourie

**2. Approve Sept. minutes:** The September minutes are approved.

**3. Treasurer's Report:**

Cash forward: \$50,877.39

Cash received: \$12,430.89

Total Cash: \$63,308.28

Disbursements: \$6,534.98

Cash on hand: \$56,773.30

Total accounts payable: \$0

Total accounts receivable: \$0

Net current assets: \$56,773.30

Projected expenses until the end of the fiscal year include payroll for Meg and Craig, rental and electricity for Weybridge office space, microscope purchase (may move to fy 2016): approx. \$6,250 in payable expenses

We still have not billed the VAA for larval surveying or IPM: \$17,000 expected income

Net estimated carryover: \$67,523.30

We are making money because of IPM work billed to VAA.

The Treasurer's report is approved.

**4. Field Survey and IPM update**—no report; Craig Z. on vacation.

**5. Weybridge church lease and microscope purchase:**

Craig needs to get a lease from the Weybridge Congregational Church for the office space they have been using. Dinah has paid the electric bill, but has not received a bill for the rent.

The previously approved microscope has not yet been purchased.

**6. 2016 Budget**

An initial draft budget for 2016 and the actuals for 2015 have been compiled by Dinah B. The 2016 budget is due to Select Boards by Oct. 15, so a subcommittee was authorized to approve the final budget so that it can be sent to the Select Boards on time. David D., Dinah B. and Lew C. will be the budget subcommittee.

The whole group went over the items on the budget and moved some items from FY 2015 to 2016 and increased some items. The subcommittee will finalize the items and the numbers. David D. will write footnotes explaining variable income/costs from larviciding. Lew will get details from JBI and Rebecca Air on whether we need to hire larvicide loaders if we treat or if the companies will supply the personnel.

There was a motion to authorize the budget subcommittee to finalize and authorize the budget for presentation to the Select Boards of Oct. 15—all agree.

David D. has composed a draft of the annual report letter for the Select Boards, also due Oct 15.

#### **7. Steps to Weybridge inclusion in LFICD:**

Chris C. and Dinah B. have reviewed the LFICD Formation Agreement and Article IV#3 (Admission of new member municipalities). According to the Formation Agreement, "the Board of Supervisors may authorize the inclusion of additional member municipalities in the District upon such terms and conditions as it in its sole discretion shall deem to be fair, reasonable and in the best interest of the District." We therefore believe that we do not need to involve the Bridport or Cornwall Select Boards to admit Weybridge to the LFICD.

The Weybridge Select Board voted on April 7, 2015 to join the LFICD and the vote is recorded in the Weybridge Select Board minutes. We will regard their vote as "application for admission".

The LFICD Board needs to grant authority for admission of the Town of Weybridge and to set the terms for their admission.

A motion was made to accept Weybridge to the LFICD with the following terms: The Town of Weybridge shall contribute \$4,000 more annually than the amount contributed by the Towns of Cornwall and Bridport (which is currently \$6,000) through the 2018 season.\* Beginning in 2019, all 3 towns will contribute the same annual amount. Weybridge will also appoint the appropriate number of members to the LFICD Board of Supervisors. This is currently set at 3 members per municipality, but the board intends to amend the Formation Agreement to require a minimum of 2 and a maximum of 3 board members per municipality.

The motion was seconded and passed unanimously.

Next, the Weybridge Select Board needs to write up the proposal for the town vote (to take place on 2016 Town Meeting day) and the vote needs to be Warned appropriately. If approved by the Weybridge voters on Town Meeting day, the Weybridge Town Clerk needs to certify the voter approval to the LFICD Board of Supervisors. The LFICD Board of Supervisors then needs to make a resolution admitting Weybridge to the LFICD.

\*Bridport and Cornwall each made an initial investment of \$40,000 in 2005 to form the LFICD. Weybridge (under contract to the LFICD) has been paying \$4,000 more than the other two towns since 2009. At \$4,000/year above that paid by Cornwall and Bridport for the years 2009-2018, Weybridge will have matched the initial outlay of the other two towns.

#### **8. Formation Document Amendment Status**

Since there are two versions of the Formation Agreement in our possession and the status of several amendments are unclear, research was done to determine what the complete Agreement should contain.

History: An original Formation Agreement was signed by the Joint Municipal Survey Committee on March 17, 2006 and was amended by the State of Vermont Attorney General and accepted by them on March 29, 2006. Subsequently, amendments were made to address concerns expressed by the Cornwall Select Board. The revised

agreement was then adopted by the Survey Committee on April 17, 2006. The final agreement was approved by the voters of both towns on April 25, 2006. Two amendments were approved by Bridport and Cornwall voters at town meeting on March 6, 2007. Amendment 3, which constituted 2 changes to the Agreement, was approved by voters on March 1, 2011. The second of the 2011 amendments stated that non-substantive changes to the agreement could be made by the legislative bodies of the member municipalities. Subsequently (Sept. 11, 2011), a written request was made to the Cornwall and Bridport Select Boards for a 5<sup>th</sup> amendment. The request was approved by the Cornwall Select Board on Sept. 20, 2011, but the Bridport Select Board made no record of their approval of the requested change.

By unanimous agreement of those present, the LFICD Board would like to make two additional changes to the Formation Agreement:

1. To change Article II#2 to state: "The Board of Supervisors shall be composed of a minimum of 2 and a maximum of 3 representatives from each of the member municipalities"
2. To change the wording of Amendment 1 (Article III#8) to state: "The Board of Supervisors shall cause a compilation of financial records to be performed by an independent professional accounting firm every two years."

To accomplish this, we will ask the Select Boards of Bridport and Cornwall to each consider whether or not they agree that these are non-substantive changes and, if they agree, to record a vote to make the changes. If either board believes these to be substantive changes, then the LFICD needs to get voter approval at the 2016 Town Meetings.

Chris C. and Dinah B. will compose a letter to the Select Boards. Bridport also needs to officially approve the 5<sup>th</sup> amendment from Sept. 11, 2006.

In order to simplify the status of the Formation Agreement, Chris C. will scan into a single .pdf file:

The signed April 17, 2006 version of the Formation Agreement

The recorded tallies of 4/25/2006 vote

The (2) amendments of March 7, 2007 and vote tallies (both towns)

The (2) amendments of March 1, 2006 and vote tallies (both towns)

The minutes of the Cornwall Select Board approving the 5<sup>th</sup> amendment

## **9. VAA update**

Tim Schmaltz (VAA) indicated that the State would probably pay for the office lease for the purpose of IPM work.

Tim will come back to us with dates for a Fall meeting between LFICD, BLSG and VAA to review the 2015 season.

## **10. Adjourn: 6:45**

Next meeting: Tuesday, Nov. 3, 2015, Bridport Town Office. Annual public budget review meeting!

Respectfully submitted by Christine Chapline