

**Mirror Lake Protective Association
PO Box 311
Mirror Lake, NH 03853**

NOTICE OF SPECIAL MEETING OF MEMBERS

April 29, 2010

Dear MLPA member,

We are pleased to announce that the Mirror Lake Protective Association (MLPA) has been selected by the New Hampshire Department of Environmental Services (DES) to receive a \$65,000 grant (Grant) to develop a *Mirror Lake Community Watershed Plan* (Plan). The award is contingent upon fulfilling a number of requirements including a commitment by MLPA members to contribute funds and volunteer hours equal to 40% of the project costs. This letter is to solicit your vote, by the enclosed proxy, or by attendance at a Special Meeting of the MLPA members on **Saturday, May 29th at 9:00 AM at the Mirror Lake Community Church**. A copy of MLPA's full proposal requesting the Grant, and the form of agreement proposed to be entered into between the MLPA and the DES, is available for review on the MLPA's website, www.mirrorlakenh.org

Cyanobacteria Update

As you have already been informed, DES water sample analyses confirmed cyanobacteria outbreaks in Mirror Lake, and resulted in the closing of Lang Pond Beach to the public, for periods in late summer, in 2007 and 2008. In 2009, two reports of cyanobacteria scums in Mirror Lake were received by DES, one for which the cells had dissipated by the time DES arrived (7/28/09) and another on 9/4/09, in which the DES confirmed an outbreak in Libby Cove. Since no cyanobacteria scums were observed at a public beach, no Cyanobacteria Advisory was issued by DES. In addition, since the scum disappeared quickly and the swimming season had ended, the DES concluded that no lake wide warning was necessary. Historical data from all of MLPA's water testing programs was included in MLPA's grant application and was part of the basis for determining that a Grant to MLPA was warranted.

DES Grant

The Grant is for a diagnostic study of the Mirror Lake Community Watershed, not just Mirror Lake. In order to address the problems in the lake, the sources of these problems in the watershed, which drain into Mirror Lake, must be determined. Only then can an effective remediation plan for the lake be developed. The goal is to complete this diagnostic study, identifying the major sources of the excess nutrients

causing the cyanobacteria outbreaks in Mirror Lake, and develop a remediation plan and costs associated with same in the summer of 2010. If the Plan is completed by late summer, then the MLPA will apply for another DES grant in the early fall of 2010 for funding of two or three small remediation activities in the summer of 2011. Meanwhile, the MLPA will conduct meetings with municipalities in the fall/winter of 2010 to share the findings of the analysis and the proposed remediation recommended by the Plan. Major remediation efforts would be implemented in 2012 through 2014, depending on the analysis of Mirror Lake, the remediation recommended by the Plan, residential and municipal participation, environmental permits, and funding, as required and appropriate.

MLPA Grant Obligations

The \$65,000 Grant is contingent upon MLPA completing, and obtaining DES approval, of eleven (11) objectives to be attained by completing more than forty (40) specified tasks. (See the attached Cash Flow Chart for a brief list of the objectives.) This includes a contractual commitment by the MLPA to match the Grant funds by 40% of the project costs or \$43,320. \$10,780 is to be in the form of cash, and the remaining \$32,540 must be met by volunteer hours, donated equipment and materials, attributable to the specified tasks outlined on the Cash Flow Chart and discussed below. To assist in meeting the objectives, the Grant provides that three different types of professional consultants will be hired. In addition to the services of Stephen Truchon, whom the MLPA hired at the annual meeting last year and who was instrumental in helping the MLPA obtain the Grant, the Grant provides for an environmental consulting firm, to undertake, with the assistance of volunteers, the study of the watershed and development of the Plan; an educational consultant, to guide volunteers in programs to educate lakeside, watershed and community residents; and a website/membership consultant to work with volunteers on watershed and membership data collection and analysis. Specific volunteer activities, summarized on the Cash Flow Chart, will include: work with the environmental consultants to establish scientific standards, and model support, including watershed land use analysis and soil sampling, and lakeside septic, road and inlet surveys. Other volunteer activities will include a continuation of the water sampling programs, currently under the supervision of Nancy Byrd and Beth Urda, and additional water sampling analysis and sediment sampling, as recommended by the environmental consultants. Opportunities for volunteers to work with the educational consultant to establish and maintain information booths, develop website information, and disseminate public educational information will be available as well as working with the website/membership consultant to enhance resident and membership data and access to the web site. Finally, in order to replenish the MLPA treasury, a capital campaign and fund raising activities will be undertaken.

Set forth below, for your consideration, is a proposed estimate of the possible sources of MLPA funds and volunteer hours necessary to meet the Grant requirements:

Project Costs

Total Project Costs	\$ 108,320
Grant Funds	<u>(65,000)</u>
MLPA Required Contributions	\$ 43,320*

Hard Contributions (Cash):

From MLPA Funds on Hand	\$ 9,000	
From 2010 Dues & Contributions	<u>1,780</u>	
		<u>10,780</u>

Balance Required from Soft Contributions:

(Volunteer Hours & Contributed Equipment & Materials)	\$ 32,540
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Professional Volunteer Hours:

Legal (Ed Pease)	\$4,160	
Paralegal (Dusty Davies)	2,475	
Other (Dusty Davies)	5,251	
Sr. Scientists	650	
Web Specialist	2,375	
Donated Equipment	<u>1,000</u>	
		<u>(15,911)</u>

Soft Contributions Required from MLPA

Membership (credited @ \$20.25/hr.)	\$ <u>16,629</u>
= 821.185 hours	

*Through a complicated combination of rules, regulations and negotiations, \$10,780 of this amount must be provided in cash ("hard" contribution) and the balance (\$32,540) must be provided through volunteer hours and contributed equipment and materials ("soft" contributions).

Conclusion:

If the MLPA has 40 active members, each willing to give 21 volunteer hours over the summer or each to donate \$400 which will be applied toward a student intern to perform volunteer services in lieu of their volunteer hours contribution, MLPA will fulfill the commitment.

In addition, in order to meet the needs of MLPA to provide the prerequisite matching funds for future grants to fund remediation efforts, a capital campaign will be required with goal of replenishing the MLPA treasury in the amount of \$10,000.

MLPA's Bylaws require that its members vote on any commitment of funds in excess of \$1,000. Your Board of Directors unanimously recommends that the MLPA membership approve and accept receipt of the Grant and has approved submitting the question to a vote of the members. Please cast your vote by either completing the enclosed Proxy or by voting at the Special Meeting on Saturday May 29th.

Remember, a vote in favor of acceptance of the Grant is also a commitment to meet the matching funds and volunteer hour requirements.

I look forward to seeing you at the meeting or receiving your enclosed Proxy.

Respectfully submitted,
Norleen O. Davies, President, MLPA
Authorized by the Board of Directors of the MLPA
at a board meeting on April 13, 2010

CASH FLOW CHART FOR MIRROR LAKE WATERSHED PLAN

Objectives	Volunteer Tasks	Under the Guidance of	Request Grant Amount	Non-Fed Soft Match Amount	Non-Fed Hard Match Amount	Total Cost of Task	Grant Payment Upon	Required Soft Match (# Vol Hrs)
1.0	Evaluate Consultant Teams; Participate in Stakeholder Meeting ⁽¹⁾	Davies / Truchon	\$ 3,520	\$ 5,351	\$ 3,000	\$ 11,871	Objectives Deliverables	264
2.0	Review Site Specific Project Plan Prepared by Consultant ⁽²⁾	Davies / Truchon	\$ 2,762	\$ 414	\$ -	\$ 3,176		20
3.0	Communicate Water Quality Goal Once Established; Stakeholder Meeting	Davies / Truchon	\$ 2,133	\$ 446	\$ -	\$ 2,579		22
4.0	Assist in Gathering Historical Information as Needed (Primarily D.Davies)	Consultant Team	\$ 5,393	\$ 2,463	\$ -	\$ 7,856		122
5.0	Assist in Field Land Surveys; Field Data Collection of Water/Soil/Sediment ⁽³⁾	Consultant Team / NHDES	\$ 18,493	\$ 15,035	\$ 4,900	\$ 38,428		742
6.0	Evaluate Field Results and Set Priorities; Stakeholder Meeting	Davies / Truchon	\$ 5,254	\$ 1,373	\$ -	\$ 6,627		68
7.0	Provide Review and Comment on Proposed Actions to Reduce Source Loads	Davies / Truchon	\$ 7,418	\$ 203	\$ -	\$ 7,621		10
8.0	Assist Consultant in Outreach and Education Action Items ⁽⁴⁾	Consultant Team	\$ 3,259	\$ 8,878	\$ 1,000	\$ 13,136		438
9.0	Assist in Review/Comment of Draft WMP; Stakeholder Meeting	Davies / Truchon	\$ 11,862	\$ 1,738	\$ -	\$ 13,599		86
10.0	Assist BMP Selection; Meetings with Municipalities ⁽⁵⁾ (Primarily D. Davies)	Davies / Truchon	\$ 4,906	\$ 1,410	\$ 1,400	\$ 7,715		70
11.0	Progress Reporting (Primarily D. Davies)	Davies / Truchon	\$ -	\$ 446	\$ 480	\$ 926		22
TOTALs			\$ 65,000	\$ 37,753	* \$ 10,780	\$ 113,533 *		1864

Notes:

* In the Grant Agreement, the DES has agreed to a maximum match of 40% so that these two amounts have been reduced to \$32,540 and \$108,320, respectively, to reflect the 40% match.

1) \$2,500 hard match provided by MLPA will be used to pay down consultant fees for this task and \$500 hard match provided by MLPA will be used to purchase liability insurance.

2) May be able to fulfill volunteer hours for task using NHDES intern time.

3) Selected consultant team (environmental, educational, and engineering) and NHDES staff will lead field efforts. Of volunteer hours noted, approx. 385 hrs are attributed to on-going comprehensive water testing programs.

In addition, \$2,200 hard match provided by MLPA will be used to pay a portion of graduate student fees. \$2,700 hard match provided by MLPA will be used to pay cost of laboratory analysis of water samples.

4) \$1,000 hard match provided by MLPA will be used to pay a web site consultant.

5) \$1,880 hard match provided by MLPA will be used to pay down consultant fees for task.