

**BOARD OF TRUSTEE MEETING
SATURDAY JANUARY 18, 2020 AT
8:30 A.M. CLUBHOUSE 2**

PRESENT: President Dave Sanfason, Trustee Mike Fitzpatrick, Trustee Phil Oreto, Trustee Mary Singelais, Trustee Steve Dawson, and Trustee Mark Berry, Carol Carey, Security Officer, Scott Davis, Public Works Manager and Amy Harris, Director of Finance and Administration

ABSENT: Trustee George Fowler, Trustee Alan Martel, Trustee Beverly Hudson

CALL TO ORDER: The meeting was called to order at 8:33 am

APPROVAL OF MINUTES

MOTION: Trustee Sanfason moved to accept the December 21, 2019 Board of Trustee Meeting Minutes as presented. Seconded by Trustee Dawson. **The motion passed unanimously.**

TREASURER'S REPORT

Amy Harris reported for Trustee Fowler that as of the end of December, the Overall Budget was 63.78% spent, the Operating was 63.11% spent and we are 66.67% through the Fiscal Year. The Operating Account showed a balance of \$50,573 the CD Money Market Account had a balance of \$1,031,810 and Petty Cash showed a balance of \$300 for a total of \$1,082,683.

MOTION: Trustee Oreto moved to accept the Treasurer's Report for December 2019. Seconded by Trustee Berry. **The motion passed unanimously.**

DIRECTOR OF FINANCE AND ADMINISTRATION

Amy Harris reported:

- **Water Shut Off Notices:** In December, we sent out 81 notices and turned off one. We sent out 78 for January.
- **Collection Agency:** \$300 was remitted from a member that is with the collection agency and we will need to pass 35% on to the Thomas Agency.
- **Saco River Corridor Commission:** They are looking for couple people to serve on their Board of Directors.
- **Meeting Room TV:** The TV and soundbar are all hooked up and ready to be tested.

SECURITY REPORT

Carol Carey reported:

- There was an issue with the security alarm battery at Clubhouse 1.
- Deputy Sanborn reported things have been quiet.

PUBLIC WORKS MANAGER REPORT

Scott Davis reported:

- **International:** The International truck is down again and this time it's a major engine problem that will cost us about \$11,000 for the top end rebuild.

MOTION: Trustee Sanfason moved to fund the outside repair account with \$10,000 from future reserves. Seconded by Trustee Berry. **The motion passed unanimously.**

- **Mechanic Quit:** The mechanic gave his two-week notice and didn't show up next day. He has some pretty good guys currently that are mechanically inclined, so he is going to explore promoting from within first.
- **Winter Plowing:** Plowing has been minimal so far.

OLD BUSINESS

FY 2021 Budget

Amy Harris presented the work on the Fiscal Year 2021 Revenue and CIP part of the budget.

NEW BUSINESS

Owens Memorial

Trustee Oreto said one of our long-term members on Bay Cove recently had a son that passed away. They are actively involved in community events and he would like to set up a memorial with the goal of having a dedication over the summer.

COMMITTEE REPORTS

Water Committee

Trustee Sanfason reported that the water crossing project is ready for the last phase that requires the weights.

Lake Improvement Committee

Trustee Fitzpatrick reported that a Grant request is filed for next year and it was returned and told to increase funding.

Real Estate Committee

Trustee Fitzpatrick reported that there is no news on the house in greenbelt.

MOTION: Trustee Oreto moved to adjourn. Seconded by Trustee Singelais. **The motion passed unanimously.**

Meeting adjourned at 9:31 a.m.

Nanette Walton, Recording Secretary