

**BOARD OF TRUSTEE MEETING  
SATURDAY JUNE 19, 2021, AT  
8:30 A.M. CLUBHOUSE 2**

**PRESENT:** President Dave Sanfason, Vice-President Michael Fitzpatrick, Trustee George Fowler, Trustee Phil Oreto, Trustee Alan Martel, Trustee Mary Singelais, Trustee Beverly Hudson, Security Officer Carol Carey, and Amy Harris, Director of Finance and Administration

**ABSENT:** Trustee Megan Exley and Trustee Mark Berry

**CALL TO ORDER:** The meeting was called to order at 8:30 am.

**APPROVAL OF MINUTES**

**MOTION:** Trustee Oreto moved to accept the April 17, 2021, and May 15, 2021, Board of Trustee Meeting Minutes as presented. Seconded by Trustee Fowler. **The motion passed unanimously.**

**APPROVAL OF EMAIL VOTES**

**MOTION:** Trustee Fitzpatrick moved to accept email votes for the May (Clubhouse 1 usage and write off for Lot 1842 for \$19,653) and June (SCADA Radio System, flower arrangement purchase and Clubhouse procedures). Seconded by Trustee Oreto. **The motion passed unanimously.**

**TREASURER'S REPORT**

Trustee Fowler reported that as of the end of May, the Overall Budget was 6.32% spent, the Operating was 6.49% spent and we are 8.33% through the Fiscal Year. The Operating Account showed a balance of \$110,708 the CD Money Market Account had a balance of \$1,505,453 and Petty Cash showed a balance of \$300 for a total of \$1,616,461.

**MOTION:** Trustee Martel moved to accept the Treasurer's report as presented. Seconded by Trustee Fitzpatrick. **The motion passed unanimously with Trustee Fowler abstaining.**

**DIRECTOR OF FINANCE AND ADMINISTRATION**

Amy Harris reported:

- **Water Shut Off Notices:** We sent out 126 notices in June.
- **Business Insurance:** The broker of record is now Chalmers and they have been wonderful to work with. Due to lightning strike as an open claim, we were unable to move away from Philadelphia Insurance this year. The total on the lightning strike claim is about \$11,000.
- **Annual Meeting:** Call for Candidates was sent out; we have 4 people to draw for ballot position. Please get articles in for the Annual Report. Trustee Fowler will serve as Clerk this year as Trustee Martel will not be able to attend the Annual Meeting.
- **Tax Acquired Write Off:** There are three lots to write off fees for this year that have been tax acquired.

**MOTION:** Trustee Martel moved to write off \$39,853.81 for Lots 0215, 0583, B001. Seconded by Trustee Oreto. **The motion passed unanimously.**

- **Limerick Town Owned Lot:** The Town of Limerick owns the lot next to the lot that we just took back; Lot 1842. They are offering it to us for \$325.

**MOTION:** Trustee Martel moved to purchase Lot 1843 for \$325. Seconded by Trustee Oreto. **The motion passed unanimously.**

- **Beach 6:** One of the residents next to Beach 6 has asked to have rocks placed along the property line on his side of the line. The Board declined to establish another rock wall.
- **Paving New Dam Road Cluster:** We have a quote to pave the cluster boxes on New Dam Road.

**MOTION:** Trustee Martel moved to approve the CIP item to pave the cluster boxes, up to \$25,000.

Seconded by Trustee Oreto. **The motion passed unanimously.**

- **Uncollected lots:** We have received no payments on the lot on Kennedy that we have been fining for having a camper.

**MOTION:** Trustee Fowler moved foreclose on Lot 2203. Seconded by Trustee Fitzpatrick. **The motion passed unanimously.**

- **Water Shut Off List:** There is a home that has completed a loan modification with the bank and has not paid any dues since 2013.

**MOTION:** Trustee Fowler moved foreclose on Lot 0882. Seconded by Trustee Martel. **The motion passed unanimously.**

- **Library Kiosk:** Has been installed. We had the crew secure it to the porch.
- **Clubhouse:** One of our longtime attendants, Waynette, has left. The existing attendants are covering the schedule except for Sundays. We will need to close the Fitness Center on Sundays.
- **Tennis Courts:** Last year we got a quote to do some work on the tennis courts. Part of the work was scheduled and done last Fiscal Year; the rest was left for this spring. Need to get updated numbers for the remaining work.

## **SECURITY OFFICERS REPORT**

Carol Carey reported:

- There was some vandalism at the playground on Victoria; the fence was damaged, and some flowers stolen.
- The cones are set up at Love Lane Beach 5; but there is no trash can. Beach 4's sign was stolen.
- There was a recent standoff in the community on Mayfair Way.

## **DRAWING FOR BALLOT POSITION**

1. Thomas Hale
2. Mary Singelais
3. Phil Oreto
4. Scott Davis

## **PUBLIC WORKS MANAGERS REPORT**

Dave Sanfason reported for the crew:

- **Well Operations:** The SCADA radio upgrades are on backorder until August; crew is doing manual checks on the system.
- **Sunset New Main:** The crew is prepping the roads for the new main install.
- **Water Breaks:** We have had two breaks recently.
- **Champion Grader Engine:** Motor is in; it will be installed soon.
- **Water Production:** Production for May was 18 million gallons.

## **NEW BUSINESS**

### **USPS Agreement**

Amy Harris presented a proposal from the USPS for management of CBU boxes going forward. They will provide 3 units and manage the keys going forward.

**MOTION:** Trustee Fowler moved to accept the agreement from the USPS. Seconded by Trustee Martel. **The motion passed unanimously.**

### **Health Insurance**

Trustee Oreto presented the new employee health insurance plan that is less than a 1% increase with same benefit.

**MOTION:** Trustee Martel moved to accept the Health Insurance Renewal Quote. Seconded by Trustee Oreto. **The motion passed unanimously.**

## **COMMITTEE REPORTS**

### **Water Committee**

Trustee Sanfason reported we are looking to use the year end surplus to start Production Well 3.

### **Road Committee**

Trustee Martel reported we will pave the New Dam CBU's this summer.

### **Lake Improvement Committee**

Trustee Fitzpatrick reported the Milfoil is the worst we have seen in years. He feels it is due to a longer season last year as well as more people out on the lake during COVID. He is looking at a new harvesting machine called the Eco-Harvester.

### **Recreation Committee**

Trustee Singelais reported the Ice Cream Social was a success. The Boat Parade will be on Sunday, July 4<sup>th</sup> and we will be handing out snack bags and gift cards to Merrills for prizes.

### **Real Estate Committee**

Trustee Fowler reported all the lots have been closed upon and monies have been collected.

### **Scholarship Committee**

Trustee Hudson reported there were six essays; Ricky Hendrix was selected as the recipient and will be at the Annual Meeting.

## **MEMBER CONCERNS**

John Festa, Lot 1442: He came for a couple things; the tennis courts were addressed. The other is Milfoil; do we check the nutrients? Mike replied that we have thoughts, but Scott got ill and was unable to go out and take samples. Also, has there been any change to the tree cutting policy? Mike replied it used to be 20 and when we became a Firewise community it went to 30 feet.

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

Meeting adjourned at 9:34 a.m.

Nanette Walton, Recording Secretary