

**BOARD OF TRUSTEE MEETING
SATURDAY MARCH 20, 2021 AT
8:30 A.M. CLUBHOUSE 2**

PRESENT: President Dave Sanfason, Vice-President Mike Fitzpatrick, Trustee George Fowler, Trustee Alan Martel, Trustee Phil Oreto, Trustee Mary Singelais, Trustee Beverly Hudson, Trustee Mark Berry, and Amy Harris, Director of Finance and Administration

ABSENT: Trustee Megan Exley

NEW BUSINESS

1 – Executive Session

CALL TO ORDER: The meeting was called to order at 8:35 am.

APPROVAL OF MINUTES

MOTION: Trustee Martel moved to accept the February 20, 2021 Board of Trustee Meeting Minutes as presented. Seconded by Trustee Fowler. **The motion passed unanimously.**

APPROVAL OF EMAIL VOTES

MOTION: Trustee Singelais moved to approve the email votes of the new well pump purchase. Seconded by Trustee Fowler. **The motion passed unanimously.**

TREASURER'S REPORT

Trustee Fowler reported that as of the end of February, the Overall Budget was 80.65% spent, the Operating was 79.96% spent and we are 83.33% through the Fiscal Year. The Operating Account showed a balance of \$42,902 the CD Money Market Account had a balance of \$987,576 and Petty Cash showed a balance of \$300 for a total of \$1,030,778.

MOTION: Trustee Singelais moved to accept the Treasurer's Report for February 2021. Seconded by Trustee Martel. **The motion passed unanimously with Trustee Fowler abstaining.**

DIRECTOR OF FINANCE AND ADMINISTRATION

Amy Harris reported:

- **Water Shut Off Notices:** We sent out 72 notices for February and did not shut off anyone. In March we sent out 60 notices.
- **Collection Agency:** We collected \$9,400 and will have to remit 30% to the agency.
- **Business Insurance:** She had a couple meetings with two new insurance companies to see if we can get a savings and better representation with a new agency.

PUBLIC WORKS MANAGER REPORT

Dave Sanfason reported:

- **Scott Update:** Making progress and doing mostly occupational therapy.
- **Brush & Potholes:** Crew is doing brush cleanup and pothole repair.
- **Equipment:** Crew is maintaining the equipment and there are no major issues.
- **Water Production:** Production for February was 15 million gallons.

COMMITTEE REPORTS

Water Committee

Trustee Sanfason reported:

- Found a location for the new well and are still working on permitting and picking a contractor.

- Will make more decisions at end of year when we know how much of a surplus we have.
- Planning on three phases over three years.

Lake Improvement Committee

Trustee Fitzpatrick reported that the DEP Grant was awarded this week.

Recreation Committee

Trustee Singelais reported that there is a Member who wants to offer a yoga class. They would like to start classes soon.

Real Estate Committee

Trustee Sanfason reported for Trustee Exley that the auction lots sold for a little over \$71,000.

Member Concerns

Donna Smith, Lot #1481: She has concerns about our security coverage. Trustee Sanfason said we do have some members that work with the Sherriff's Department to provide support. Members should always reach out to the Sherriff's Department with any concerns.

MOTION: Trustee Oreto moved to adjourn to executive session. Seconded by Trustee Martel. **The motion passed unanimously.**

Meeting adjourned at 8:49 a.m.

Nanette Walton, Recording Secretary