

**BOARD OF TRUSTEE MEETING
SATURDAY MAY 16, 2020 AT
8:30 A.M. CLUBHOUSE 2**

PRESENT: President Dave Sanfason, Trustee Mike Fitzpatrick, Trustee Phil Oreto, Trustee Alan Martel, Trustee Mary Singelais, Trustee Steve Dawson, Trustee Beverly Hudson and Scott Davis, Public Works Manager, Amy Harris, Director of Finance and Administration, and Security Officer Carol Cary

ABSENT: Trustee George Fowler and Trustee Mark Berry

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

ADDITONS TO THE AGENDA

Old Business – 1. Clubhouse Opening

APPROVAL OF MINUTES

MOTION: Trustee Fitzpatrick moved to accept the April 18, 2020 Board of Trustee Meeting Minutes as presented. Seconded by Trustee Singelais. **The motion passed unanimously.**

APPOVAL OF EMAIL VOTES

MOTION: Trustee Fitzpatrick moved to approve the email votes for approving the CIP items for FY21. Seconded by Trustee Singelais. **The motion passed unanimously.**

TREASURER'S REPORT

Amy Harris reported for Trustee Fowler that as of the end of April, the Overall Budget was 92.67% spent, the Operating was 92.41% spent and we are 100% through the Fiscal Year. The Operating Account showed a balance of \$30,653 the CD Money Market Account had a balance of \$960,232 and Petty Cash showed a balance of \$300 for a total of \$991,185. Audit is scheduled for the week of June 1st as a remote/virtual audit.

MOTION: Trustee Oreto moved to accept the Treasurer's Report for April 2020. Seconded by Trustee Fitzpatrick. **The motion passed unanimously.**

DIRECTOR OF FINANCE AND ADMINISTRATION

Amy Harris reported:

- **Water Shut Off Notices:** We have not been doing any WSO Notices.
- **Bank Collections:** We collected \$4,700 in April.
- **Tax Acquired Properties:** There are a couple properties on the schedule for write off this year.

MOTION: Trustee Fitzpatrick moved to write off \$42,282.66 on the tax acquired properties. Seconded by Trustee Oreto. **The motion passed unanimously.**

- **Fence:** The member is insisting they have a three-sided fence. Board is rejecting the permit as presented; return & indicate it must be removed by Aug 1. It can be appealed by coming to a Board Meeting.

SECURITY REPORT

Carol Carey reported:

- A vehicle is parking at pump station at Mayfair; it is suspected to be a member doing drugs.
- Sherriff is looking for a white truck with a black hood for speeding on New Dam and Beaver Dam Roads.
- She has spoken to the kids playing on the basketball courts after dark.
- Drug Enforcement is actively surveilling a property on Beaver Dam.

PUBLIC WORKS MANAGER REPORT

Scott Davis reported:

- **Spring Cleanup:** Crew has been spending most of its time cleaning up the amenities.
- **Transmission Main Update:** Due to being short staffed we have put this project on hold.
- **Swimming Pools:** The outdoor pool has been uncovered and we are getting all pools ready to be used when clubhouses reopen.
- **Picnic Tables:** Some of the older picnic tables have been refurbished.
- **Main Breaks:** We had one main break on Redwood Circle.
- **Equipment Repair/Inspection:** Recently the mechanic has focused on replacing major suspension parts on several dump trucks.
- **Water Production:** Production for April was 9.6 million gallons.

OLD BUSINESS

Amenities Update

Board is continuing to follow the guidance of the State of Maine with regards to when amenities reopen.

NEW BUSINESS

Annual Meeting / Election

The deadlines for the election this year were included with the board packets.

COMMITTEE REPORTS

Water Committee

Trustee Sanfason reported:

- Water crossing project will be put off until the fall.

Road Committee

Trustee Martel reported:

- We may need to evaluate some maintenance on the paved roads.
- We should also evaluate paving the CBU on New Dam Road.

Lake Improvement Committee

Trustee Fitzpatrick reported:

- Just under \$36,000 grant received this year.
- The CBI grant was increased by \$2,000. Would like to consider adding an inspector to the member boat ramp on weekends.
- We have to buy a stronger air compressor to improve air flow to the divers.

Recreation Committee

Trustee Singelais reported:

- We are cancelling the Ice Cream Social due to COVID19.
- She is considering a postponement of the Boat Parade as we do not want to cancel it completely.

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

Meeting adjourned at 9:39 a.m.

Nanette Walton, Recording Secretary