

**BOARD OF TRUSTEE MEETING  
SATURDAY OCTOBER 17, 2020 AT  
8:30 A.M. CLUBHOUSE 2**

**PRESENT:** Vice-President Mike Fitzpatrick, Trustee Phil Oreto, Trustee Mary Singelais, Trustee Beverly Hudson, Trustee Mark Berry and Scott Davis, Public Works Manager, Amy Harris, Director of Finance and Administration, and Carol Carey, Security Officer

**ABSENT:** Trustee Dave Sanfason, Trustee George Fowler, Trustee Alan Martel, and Trustee Megan Exley

**CALL TO ORDER:** The meeting was called to order at 8:31 am

**APPROVAL OF MINUTES**

**MOTION:** Trustee Oreto moved to accept the September 19, 2020 Board of Trustee Meeting Minutes as presented. Seconded by Trustee Berry. **The motion passed unanimously.**

**TREASURER'S REPORT**

Amy Harris reported for Trustee Fowler that as of the end of September, the Overall Budget was 43.24% spent, the Operating was 41.96% spent and we are 41.67% through the Fiscal Year. The Operating Account showed a balance of \$33,098 the CD Money Market Account had a balance of \$1,254,949 and Petty Cash showed a balance of \$300 for a total of \$1,288,347.

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

**DIRECTOR OF FINANCE AND ADMINISTRATION**

Amy Harris reported:

- **Water Shut Off Notices:** We sent out 33 notices for September and shut off one that we believe is seasonal. In October we sent out 68 notices.
- **Collections:** We collected \$1,621 from one house foreclosure.
- **Camper on Kennedy** – Owner called and was very antagonistic. She indicated she has no intention of moving it.
- **New Truck** – Partners Bank issued a commitment for a loan at 3.6% for 5 years. They need the serial number and insurance information. We need to make an appointment with Dave to go to the bank for the closing.
- **Clubhouses** – Clubhouse 1 is getting used while clubhouse 2 is not getting very much usage. We would like to adjust appointments to an hour.

**SECURITY REPORT**

Carol Carey reported:

- Complaint from resident near the tennis courts about teens at the courts being loud late at night.
- Call from Leisure Lane resident about their neighbor.
- Call from Fox Ridge resident about gun shots.

**PUBLIC WORKS MANAGER REPORT**

Scott Davis reported:

- **Transmission Main Update:** The main has been installed across the lake and the water lines will be flushed next week.
- **Well 3 Test Drilling:** Dirigo Engineering will start this the week of October 19<sup>th</sup>.
- **Pavement Crack Repairs:** Zebra Striping has completed the sealing on Old Portland Road and Old Country Way.

- **Equipment and Plow Repairs:** The mechanics have been working on getting the equipment winter ready when they have not been working on the water crossing.
- **Limerick Parcel Lockers:** The Limerick Post Office has provided us with some additional parcel lockers to place throughout the community.
- **Water Production:** Production for September was 11.6 million gallons.

## **NEW BUSINESS**

### **Construction Requirements when attached to a dwelling**

Scott Davis said a situation arose last month when a member put in a request to attach a building to his garage. Board has agreed that we will adhere to code requirements of the respective town and not have any different building code requirements.

## **COMMITTEE REPORTS**

### **Lake Improvement Committee**

Trustee Fitzpatrick reported:

- Boats are still operational and waiting for crew to return from Balch Lake.

### **Recreation Committee**

Trustee Singelais reported:

- Clubhouse 1 addition looks amazing.
- Pumpkin event is going to cost more this year. Going to take 200 RSVP's which is more than the past. However, we are cancelling the wreath event and did not have the Memorial Day Ice Cream Social. Additionally, the pumpkins will cost more this year as we have to go to a different farm.

### **Real Estate Committee**

Trustee Fitzpatrick reported:

- Amy will get in touch with Megan to discuss taking over the Real Estate Committee.

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

Meeting adjourned at 9:11 a.m.

Nanette Walton, Recording Secretary