

**BOARD OF TRUSTEE MEETING
SATURDAY SEPTEMBER 18, 2021, AT
8:30 A.M. CLUBHOUSE 2**

PRESENT: President Dave Sanfason, Trustee George Fowler, Trustee Phil Oreto, Trustee Mary Singelais, Trustee Mark Berry, Trustee Megann Exley, Trustee Scott Davis, Public Works Supervisor Dale McMillan, Security Officer Carol Carey, and Amy Harris, Director of Finance and Administration

ABSENT: Vice-President Fitzpatrick and Trustee Alan Martel

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

ADDITIONS TO THE AGENDA

1. Household Items in Trash at Beaches
2. Executive Session – Personnel Matter

APPROVAL OF MINUTES

MOTION: Trustee Singelais moved to accept the July 17, 2021, Board of Trustee Meeting Minutes as presented. Seconded by Trustee Fowler. **The motion passed unanimously.**

APPROVAL OF EMAIL VOTES

MOTION: Trustee Fowler moved to accept the email votes for the Waycross Way Easement and Lot 1634 camper issue. Seconded by Trustee Singelais. **The motion passed unanimously.**

TREASURER'S REPORT

Trustee Fowler reported that as of the end of August, the Overall Budget was 35.00% spent, the Operating was 33.04% spent and we are 33.33% through the Fiscal Year. The Operating Account showed a balance of \$65,383 the CD Money Market Account had a balance of \$1,451,570 and Petty Cash showed a balance of \$300 for a total of \$1,517,253.

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

DIRECTOR OF FINANCE AND ADMINISTRATION

Amy Harris reported:

- **Water Shut Off Notices:** We sent out 71 notices in August and turned off 1 which remains off. In September, we sent out 28 notices.
- **Bank Collections:** Collected \$1,734 and need to write off \$291.96 on that property.

MOTION: Trustee Fowler moved to write off \$291.96 on Lot 2153. Seconded by Trustee Berry. **The motion passed unanimously.**

- **Lot 0882:** Sent a letter to homeowner and the mortgage company. Mortgage company had inquired but have not heard back from them. Homeowner has written a letter requesting assistance. Will follow up with both this week.
- **Lot 1634:** Landowner called; was unaware that he couldn't put his camper there and the area has since been cleaned up except for the boat and dock.
- **Lot 2203:** The trailer is gone. Since she is obviously not living in the trailer now, we can proceed with foreclosure. We have had no contact with the member.
- **Easement Deed on Waycross Way:** Final draft went to Mr. Jeffrey and waiting to hear if he will agree to our terms.

- **Equipment trackers:** Maintenance would like to have monitors in all the equipment. We have found a vendor that provides real time alerts for issues as well as ongoing maintenance needs. It will alert us to any problems real time and thus potentially save thousands if a vehicle or machine has a failure.

MOTION: Trustee Fowler moved to get equipment trackers in all the equipment. Seconded by Trustee Exley. **The motion passed unanimously.**

SECURITY OFFICERS REPORT

Carol Carey reported:

- She was called about firecrackers going off on tennis courts; sheriffs were here and made them clean it up. Jill Smith has talked to Carol about gates, signs and possibly locking them after dark.

MOTION: Trustee Fowler moved to put gates on the tennis courts at Clubhouse 2. Seconded by Trustee Singelais. **The motion passed unanimously.**

- A couple members have asked her to check on their residences when they are not home.

PUBLIC WORKS MANAGERS REPORT

Dale McMillan reported:

- **Water Breaks:** There have been four breaks in past two months; one on Crescent Drive that was difficult to repair.
- **Water Service Valves:** Replaced four old valves that were nonoperational.
- **New connections:** Five new house connections.
- **Clubhouse 1:** We had new four LED lights installed in the restrooms at Clubhouse 1.
- **Sunset Circle:** The 1,800 feet of new main is done and connected to all the houses. It was run up to Victoria and tied into Tower Beach and Ridgeway as well for future upgrades.
- **Grading Roads:** There have been a lot of washouts with the rainstorms.
- **Maintenance:** The mechanic is continuing to fix the trucks and boats.
- **Acadia & Beaver Dam:** We are working on replacing pipe in that area.
- **Lightning strike:** We have lost one of the wells from the storm this week; the technicians will be in on Monday to test the system to determine the problem.
- **Water Contamination:** We had a positive coliform hit and we have been flushing and chlorinating the system.
- **L8000:** This truck will need a lot of work to take a sticker and it is probably not compatible with the tracking devices.

NEW BUSINESS

House Trash

Trustee Davis stated that at Beach 9 there has been a lot of household trash dumped in our trash cans. One employee noticed evidence of where the trash came from. We will send letters to the specific member who dumped trash and create a policy to fine such violations \$100.

MOTION: Trustee Fowler moved to make a policy if you put household trash in the public area trash cans there will be a fine of \$100. Seconded by Trustee Singelais. **The motion passed unanimously.**

COMMITTEE REPORTS

Water Committee

President Sanfason reported the committee recently met and are recommending:

- Moving forward with the development of the third well immediately. PW1 is not refilling at the correct rate and combined with losing one well due to the lightning strike, we feel it's a bad situation to be in. The Committee is recommending we continue with PW3 development from Capital Reserve and Capital Improvement with a generator and glass pack technology if it is not cost prohibitive. Additionally, we recommend a glass-cube relay to protect SCADA system.
- The SCADA hardware for the upgrade is in and we are waiting for techs to install it.

- The next pipe project will be 2,400 feet on Lynwood, Mayfair, and Deerfield. We have the hardware; however, we are not sure when that will happen as focus is shifting to PW3.
- Also, the community did have a coliform hit and we've responded by chlorinating and flushing. We suspect it is from the heat and wet weather we have had. Going forward we plan to shock tanks annually in August.

Road Committee

Trustee Davis reported there hasn't been an official meeting, but he and Dale have discussed significant road improvements in some key trouble spots.

Lake Improvement Committee

President Sanfason reported that:

- We have acquired two 4-stroke motors for the boats.
- The DASH boats have removed 20,000 cubic feet of milfoil out of lake.
- They also found a small amount of NIAD in a cove and removed it. Another plant found near Deb Broderick's house which is suspected to be the primary plant. This needs to be monitored as it is an annual seed plant that can spread easily.

Recreation Committee

Trustee Singelais reported the Labor Day Ice cream event had about 100 people. Pumpkin event is coming up.

Equipment Committee

Trustee Berry reported he reviewed the equipment status with Dale. The boom truck hasn't been stickered in about 5 years. Thinking we could sell that and invest in a service truck.

MEMBER CONCERNS

Larry Singelais, Lot 0052: Thanked the Board for the work done on his property with the new main that went across his property.

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

Meeting adjourned at 9:32 a.m.

Nanette Walton, Recording Secretary