

**BOARD OF TRUSTEE MEETING
SATURDAY, October 21, 2023, AT
8:30 A.M. CLUBHOUSE 2**

PRESENT: President Dave Sanfason, Vice-President Michael Fitzpatrick, Trustee George Fowler, Trustee Alan Martel, Trustee Phil Oreto, Trustee Mary Singelais, Trustee Megann Exley, Trustee Rob Berger, Public Works Supervisor Dale McMillan, and Amy Harris, Director of Finance and Administration

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

ABSENT: Trustee Mark Berry

APPROVAL OF MINUTES

MOTION: Trustee Fowler moved to accept the September 16, 2023; Board of Trustee Meeting Minutes as presented. Seconded by Vice-President Fitzpatrick. **The motion passed unanimously.**

E-MAIL VOTES:

MOTION: Vice-President Fitzpatrick moved to accept the e-mail votes of the employee salary increase. Seconded by Trustee Exley. **The motion passed unanimously.**

TREASURER'S REPORT

The Treasurer reported that as of the end of September, the Overall Budget was 44.66 % spent, the Operating was 43.25 % spent and we are 41.67 % through the Fiscal Year. The Operating Account showed a balance of \$ 100,867 the CD Money Market Account had a balance of \$ 1,144,644 and Petty Cash showed a balance of \$300.00 for a total of \$ 1,245,811.

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

DIRECTOR OF FINANCE AND ADMINISTRATION

Amy Harris reported:

- Water Shut Off Notices: We sent out 46 notices for September, no member was shut off. We sent out 96 notices for October.
- On October 12, there was a hearing for the foreclosure of Lot 0271. We received the default judgement, so we are now able to auction off the property to recover the money owed. Murray Plumb and Murray will handle the auction on our behalf.

PUBLIC WORKS MANAGER REPORTS

Dale McMillan reported:

- The crew has been busy working on Quaker Lane and Ridgewood Terrace, they are ditching and have placed 1,200 feet of new 2-inch water lines. Quaker Lane still needs about 600 ft of water lines, this will be done in the future as new houses go in.
- The crew has been preparing for winter, getting the vehicles, equipment, and sand salt pile ready.
- Two new water hookups have been completed and we still have ten pending.

OLD BUSINESS

PUBLIC WORKS CREW HIRING: We have hired a new crew member, his first day will be November 6th. We have also hired two seasonal workers to help with plowing in the winter. Insurance has been checked and it was verified that they would be able to use our equipment.

NEW BUSINESS

OLD PORTLAND RD TENNIS AND BASKETBALL COURTS: We have received two emails about the conduct at the courts at Clubhouse 2. Teenagers are partying, being loud and obnoxious on the courts and out behind the courts on members' property. The members who wrote the emails spoke to the Board to brainstorm a possible solution. After a lengthy conversation it was determined that adding fencing would be costly and not effective. The

Board decided that they would add a lock to the gate on the courts and recommended the property owners get cameras and notify the police. We have no authority to police the neighborhood.

TREE CONCERN ON SPLIT OAK CIRCLE: We received an email about a dangerous tree on Split Oak Circle. Dale went and looked at the tree and felt that it would be too difficult for our crew to safely take down. In the past, this tree has been discussed with CMP and to date they have been unwilling to take the tree down. The Board of Trustees asked Dale to contact CMP again and make a stronger case about the dangers of the tree and the impact it has on the surrounding power lines.

USPS REQUEST FOR ADDITIONAL PARCEL LOCKERS: We received an email from the North Waterboro Post Office asking the community to purchase additional parcel lockers for the holiday season. After a lengthy discussion, the Board of Trustees determined that the cost of the parcel lockers was more than what they were willing to spend, and they felt that it was not the community's responsibility to add more lockers.

COMMITTEE REPORTS

Water

Dave Sanfason reported: The crew will be building the 16x26 pumping house, this will be a wooden structure with a slab floor. This seems to be the most economical solution.

Road

Rob Berger reported:

- He thanked the crew for the great job they did maintaining the roads with all the rain we had this season.
- Limerick is auctioning off lots in the community so there could be extensive road projects coming up in the spring.
- Over the winter months we need to work on getting approval from the property abutters so we can upgrade Beaver Brook Rd.

Recreation

Mary Singelais reported: Sadly, we could not get pumpkins this year due to the very wet summer. We will be having our first annual Halloween Decorating Contest starting on October 22.

Real Estate

Alan Martel reported: We got the list of lots that Limerick is auctioning. We have an agreement with the town that they will not auction land that is located on paper roads.

MOTION: Vice-President Fitzpatrick moved to adjourn. Seconded by Trustee Martel. **The motion passed unanimously.**

Meeting adjourned at 9:23 a.m.

Wendy Staples, Recording Secretary