

**POINT O'WOODS
BOARD OF GOVERNORS MEETING
September 22, 2015 6:30-9:00 PM
Old Lyme Library**

Approved Minutes

Type of Meeting: Regular

Secretary: Jean M. Smith

Attendees: Wayne Buchanan, Jennifer Reyes, Pete Roberge, Faith Weiss, Beth Kelly, Fred Callahan, Bud Phelps, Roy Johnson

Guest: Attorney Londegran

Carl Filios called the meeting to order at 6:32 PM.

Citizen Speak:

Kathy McKeough, 5 and 10 W. Joffre Rd presented several items to be addressed. A diseased tree on or near her 5 W. Joffre house needs to come down since it continues to loose branches that threaten damage to her property as well as her neighbors. She thought the tree was on Point O'Woods property and expressed the need for the BOG to make a rapid decision so action can be taken before additional damage occurs. She also stated that her house at 10 W. Joffre will be demolished very soon and a barricade will be erected for safety and security and that her insurance requires it. The Board indicated that is not a violation of the fence ordinance since it is for temporary safety and security. Finally, she commented that she is building a house at the end of W. Joffre and snow removal operations will need to accommodate that.

Approve Agenda: Carl Filios added an item for Seasonal Transition Readiness to the agenda. Fred Callahan motioned to approve the amended agenda, Pete Roberge seconded, motion carried.

Secretary's Report: Fred Callahan motioned to approve the 8-25-15 BOG meeting minutes, Faith Weiss seconded the motion, motion carried.

Treasurer's Report: Roy Johnson distributed the August 2015 financial reports. The report showed income greater than anticipated driven by golf cart registrations and sale of temporary parking permits. Expenses are on track. We billed \$333,179 in taxes and have collected all but \$27,000. If the outstanding taxes are still unpaid in October, the treasurer sends a reminder letter to the property owner. If still unpaid in January, a second letter is sent. Due to the budget reflecting an estimate of tax income and the actual property values available at a later date, there was a \$3,700 (about 1%) variance. This is subject to verification, but is not expected to present a significant issue. Cash balance in account is about \$716,217. Carl Filios pointed out that Grounds expenses appear to be 10% over plan, but Roy Johnson indicated that it was a seasonal bubble and would most likely adjust accordingly. Legal expenses are anticipated to be higher than planned due to the Board's interest in having legal counsel at BOG meetings through September. Wayne Buchanan motioned to accept the Treasurers report, Bud Phelps seconded, motion carried.

REVIEW OF OPEN BUSINESS

Tree trimming and removal topics: Pete Roberge presented these topics for Mike D'Aquila, Roads Commissioner, in his absence.

Tree removal policy – The draft of a Point O'Woods policy was discussed, along with the need for property owners to demonstrate with surveys and/or property marker “pins” so the BOG can verify ownership and decide on appropriate action. If The Association removes trees, the tree will be removed but the stump will remain. Mike D'Aquila will revise the draft policy statement based on discussion for the next meeting.

Eversource - Rick Frascarelli and Mike D'Aquila met with Eversource and were told that they will remove, at their cost, any limb that is physically touching a power line (top live line). If a tree looks to be in distress that is touching the lines, they will ask if they can remove the entire tree or may just do it if they feel it threatens the wires. Otherwise they will not remove any limbs that may be close to the wires. That will be up to us/homeowner.

Diseased Tree 5 W. Joffre – Pete Roberge motioned to remove the tree and split the cost 50/50 with Kathy McKeough. Fred Callahan seconded, the motion carried.

Tree at 70 Seaview - Met with Kathy Aldridge, 70 Seaview, to look at tree. Kathy thinks that her land survey completed by Ken Russell is with us but Rick and I could not find it. The only survey I could find showed tree on both properties. We did receive a quote of \$1000 by her contractor and I have advised her that if agreeable, we can split cost of removal.

Tree removal 32 Seaview Rd - This tree appears to be on both Point O'Woods and property owners property. Point O'Woods will remove the tree and split the cost 50/50 with the homeowner.

Anderson Park Clean up: Bud Phelps reported that clean up is progressing well. Next week, the park ground will be leveled/graded by Al Bond.

Parking Lot Study: Pete Roberge presented Mike D'Aquila's report. Mike D'Aquila met with Sullivan paving for ideas/plans for cleaning up the area where tents are erected. He will send quote for original 50 x 150 foot area and also for the entire width of drive down into boat basin. His suggestion was to use 3 inches of ¾ inch crushed stone to create a smoother surface area. Would be graded and cleaned first, then new stone and compacted with heavy-duty compactor. Board members discussed interest in improving the condition of the whole parking lot. Roy Johnson mentioned that parking lot work would be a capital expense.

Also reported was that Rick Frascarelli and Al Bond have pulled and cleaned the drain on 51 Connecticut Road. It was filled with 3 feet of silt that was removed and now water runoff seems to be moving very easily. This is big because originally we were told we would have to replace entire drain at a cost of \$3,000 to \$4,000.

Johnson Gate Removal Appeal: As discussed in August, Faith Weiss sent a letter to the Johnson's requesting any additional information they wished to submit for their appeal. Carl Filios received a response from the Johnson's. Board members expressed lack of clarity about the appeals process. Jean Smith will look at 2014 minutes for the last discussion on this process and distribute to BOG.

NEW BUSINESS

Office Administrator: Carl Filios reported that Michelle Lorraine, office administrator resigned effective 9/22/15. Since we are entering the slow season, and office traffic is very slow, we will close the office until March 2016. The mail will need to be picked up and distributed. Mr. Filios asked Marilyn Stitham if she could do it. Mrs. Stitham was uncertain about the overall job functions and wanted to discuss it further before committing. Fred Callahan moved that Marilyn Stitham be appointed for winter mail duty pending further discussion. Faith Weiss seconded, motion carried. Jean Smith will meet with Mrs. Stitham to further describe the mail collection and distribution process.

Fall Newsletter: Carl Filios stated that Jean Smith would compile the newsletter. Commissioners' draft input is due to Ms Smith 10/15/15. She will have a draft of the newsletter for Board Review at the October meeting. Target publish date is mid November.

Winter Security: Fred Callahan reported that Rick Frascarelli and Scott Phelps would serve as winter watchmen.

Block Party Benefit Status Update: Lorraine Gibson stated that Mark Stankiewicz was in the process of handling the benefit expenses and a final account of proceeds was not yet available. Proceeds are targeted for Lyme Youth Services Bureau.

Seasonal Transition: Bud Phelps reported that the leaf pick-up would occur again this year. Residents can leave their bagged leaves by the roadside and maintenance staff will pick them up between 11/16/15 and 12/18/15. This service is strictly for residents, not contractors.

Bud proposed that Oak Rd, Walnut Rd, Seaview Rd, Ridgewood Rd and East Joffre operate as one-way streets during the winter to allow for easier passage when snow accumulation narrows the roads. Wayne Buchanan motioned that Oak Rd, Walnut Rd, Seaview Rd, Ridgewood Rd and East Joffre become one-way streets for the winter season. Jennifer Reyes seconded, motion carried.

Correspondence: No new correspondence to discuss.

Commissioner Reports: Bud Phelps reported that the raft has been pulled in and the mushroom anchors will be hoisted next week.

Carl Filios expressed appreciation to Fred Callahan for his efforts to ensure security during the summer noting that it is not an easy job when people can get angry and abusive to security personnel.

Executive Session: Wayne Buchanan made a motion to go into executive session to discuss a civil summons against the Association in the case of Amato v. POW, et al., pursuant to General Statute Section 52-557n(a)(1)(A). Beth Kelly seconded. Entered executive session at 7:55 PM. Returned from executive session at 8:28 PM, no votes taken.

At 8:34 PM Wayne Buchanan motioned to adjourn, Pete Roberge seconded and motion carried.
Respectfully submitted, Jean M. Smith