

**Point O'Woods Beach Association
Regular Board Meeting
May 18th, 2007—7:30 P.M.
Old Lyme Public Library
Old Lyme, CT 06371**

Meeting was called to order by **President Laura Nalesnik**.

Members Present: Mark Stankiewicz, Bruce Daigle, Laura Nalesnik, Beth Kelly, Fred Pinto, Michelle Daly, Mark Peterson **Also Present:** Harry Ritson

Laura Nalesnik inquired if there were any additions to the agenda. She added the Secretary's Report and the minutes of the Special Meeting of May 11th, 2007 to be approved. Under New Business, Annual Meeting discussion was added.

Citizen Speak: Kathy McKeough, a nominee on the ballot, introduced herself to the Board. She is hopeful that she will be elected to the Board at the Annual Meeting. Kathy stated that she was retired and is presently serving on several boards: The Washington Trust Board; Philharmonic in Providence, RI, and the YMCA Board also in Providence. Her background is in the business world. She was employed by Dunkin Donuts/Baskin Robbins as CFO in Human Relations.

Women's Club: Tammy Ward was unable to attend the meeting but reported via letter. **Michelle Daly** read Tammy's report to the Board. The first meeting of the Women's Club will be June 29th at 35 Mass. Road. The Club will donate flowers for the islands and flower barrels. Tammy is hoping to do another cookbook and is requesting recipes from POW residents. At the first meeting she will ask members to approve the purchase of a tennis ball serving machine. **Beth Kelly** stated that she would have to come up with a way to sign the tennis ball machine out. This machine will be used by the recreation department as well as residents.

Correspondence: Laura Nalesnik reported that she had received a letter from Dave Wilcox. He wanted to know if he could keep his RV in his driveway. **Laura** stated that she looked through the ordinances and contacted Atty. Mattern. There is no ordinance prohibiting parking the RV, however, he cannot live in it while it is parked there. In the past, he has parked the vehicle in Norman Emerson's yard.

Laura also reported on a communication from Atty. Mattern regarding the Donna Kerley bench. At a previous meeting, the Board had stated they would reimburse the cost of the bench to Mr. Kerley and others that had donated to its cost. A letter of explanation would also be sent to those individuals. There had been a delay in getting the letters and reimbursements out due to Atty. Mattern's illness, however, the letters have now been sent.

Secretary's Report: There were several corrections to the minutes of the April 20th, 2007 meeting. A **motion** was made by **Mark Stankiewicz**, seconded by **Michelle Daly** to accept the minutes as corrected. So voted.

Laura Nalesnik read the minutes from the Special Meeting of May 11th, 2007 with the BOG and the WPCA. A **motion** was made by **Mark Peterson**, seconded by **Michelle Daly** to accept the minutes as read. So voted.

Treasurer's Report: Mark Peterson distributed Summary Balance Sheets as of April 30, 2007. He is concerned about the placement of POW investments. He informed the Board POW funds investments were relatively secure, however, FDIC covers only \$100,000 and we have some deposits that would not be covered by them. The investments are receiving decent returns: 5.41% on institutional funds and 5.0% on Bank of America. **Mark P.** felt obligated to inform the Board of the situation.

Beth Kelly inquired what **Mark P.** would suggest the Board do. His response was that he would keep the accounts to \$100,000 to protect the funds.

Mark P. has also completed updating POW accounts through 03/31/2007 and prepared a list of property owners' delinquent in their taxes as well as interest owed. He stated that one homeowner had told him that they felt interest should be waived because they had attempted to make contact with someone from POW to find out what they owed and did not receive a response. He wanted to know if interest in this type of situation should be

waived. **Harry Ritson** and **Laura Nalesnik** both responded that this has happened in the past, however, interest has not been waived. Property owners know when their taxes are due. It is their responsibility to pay on time.

Mark P. also reported on POW's Accounts Receivable and Accounts Payable. He informed the Board that accounts payable for expenses for June 30, 2006-2007 had been overstated by approximately \$7,000 and there will be an adjustment. A cash flow sheet was also distributed. In the future, **Mark P.** would like to have commissioners ratify their expenses. Next year he will prepare a monthly financial statement that will compare any charges to the budget.

W-4s and (CT) W-4 forms will be sent out. Every employee must have a completed form and it must be returned to him as soon as possible in order for the employee to be paid.

At the last meeting, **Mark P.** had offered to check on insurance and review policies, particularly in regard to swimming lessons. He reported that if an individual is employed by POW, fees should be paid to POW and the Association is responsible for insurance. However, if the program is run by an independent individual or organization, they will need to purchase insurance and the policy should name POW as one of the insured.

Beth Kelly reported that the swimming program is going to be run as a part of the rec program.

Communications: **Laura Nalesnik** thanked everyone who had assisted in getting the Annual Call out. Several people have received the mailing and she has been receiving positive responses. Laura has also been up-dating the web site. She is still waiting for more information from the Rec. Dept. **Beth Kelly** assured Laura she would be getting information to her, particularly information regarding the raise in fees.

Laura also informed the Board that she is working on a Welcome package for new owners. This will include a welcome letter, copy of the ordinances, programs, etc. It will be an informational package that will assist new property owners fit into the community.

Beach: **Mark Stankiewicz** reported that the beach had been graded. He also stated that following the April storm, the beach had been excavated.

Mark S. has asked Jeff to mark out the actual dimension of the volleyball court. This will be set up before Memorial Day. Volleyball will be allowed after 6:00 p.m. If there are individuals in the area of the court, they will be asked to move.

Laura Nalesnik inquired if the stairs to the beach on Champion Road were scheduled to be repaired. **Bruce Daigle** reported that this had already been done. **Mark S.** looked at the work by Bill Lacourcier's house. The work has been completed but there is a crack in the sea wall that must be fixed.

Laura Nalesnik thanked **Bruce Daigle** for the tour he had given her and **Michelle Daly** to show them areas of the beach that may need work at some point, and what has been done over the winter.

Boat Basin: **Harry Ritson** distributed reports to members. A great deal of study has been done and appropriate changes have been made. Poles have been put in and the steps have been repaired. Sand had been washed into the basin during the April storm. He is hoping the tides will take care of this problem, however, the area will have to be watched. He also reported that 63 slips have been rented. \$42,800 has been collected in fees thus far with \$500 remaining outstanding. Stickers are ready and a letter will be attached informing individuals of policies regarding the boat basin, general information, boating etiquette and concerns. This information will also be posted on the web site.

Harry also reported that the waiting list has proven to be a challenge. There are two slips still remaining. He stated that it was difficult to align boat owners with the right slip. There are two people at the top of the waiting list that have declined several times, and others on the list that do not want slips yet. For different reasons they are just not ready. **Michelle Daly** noticed that one of the slips went to an individual who already has a boat in the boat basin. Harry explained that there is an upgrade waiting list and that person met the requirements to be upgraded to a larger slip. The wait period is 3 years. Harry suggested that next year, if an appropriate slip is declined twice in a row, that individual should be dropped from the list. A boat basin slip application procedure should be implemented. It should include whether or not the individual presently owns a boat, and, if not, what type of boat they are looking for.

Harry suggested retiring one of the slips to enlarge the launching area for boats. This would relieve congestion at the boat launching site and would better accommodate boat owners that are not a part of the boat basin.

He also mentioned that the present fee schedule is quite complicated and suggested simplifying the schedule by going according to boat or slip size. He also suggested that a market analysis should be completed. The basin should be competitive with other marinas. Although we are small and do not have some of the amenities that larger basins have, the POW basin has easy access to Long Island Sound and is very well protected.

Laura Nalesnik inquired whether we had lost anyone due to the last fee increase. **Harry** responded that we had not. **Beth Kelly** asked if the boat basin is supposed to be self-sufficient but not necessarily profitable. She wanted to know what is happening with the funds that the boat basin is earning. **Harry** replied that any funds earned by the boat basin go into the general fund. Members should keep in mind that there are some large expenses such as dredging, removing sand when necessary, etc.

Laura Nalesnik suggested that at the end of the year, boat owners be responsible for removing all lines. **Bruce Daigle** interjected that when the lines are left behind, they cause damage to the poles and make it more difficult to replace poles.

Grounds & Maintenance: **Bruce Daigle** reported that he has put together an action list for grounds work. He has broken down the work by area. These are mostly small projects and general maintenance. **Bruce** has requested that if anyone sees anything that should be done, they notify him and he will e-mail Jeff.

The new lawn mower has been delivered, and used, although the invoice has not yet been received.

Old Lyme Carpentry has completed the stairs from the boardwalk to the boat basin. They have also helped with putting up bulletin boards and putting in safety railings. Repair work on paved areas, particularly to the Sea View North area will be done by Sullivan Paving. The right-of-ways must be evaluated and the Board will decide what they must do.

Bruce reported that there is presently a pile of soil near the maintenance barn. This soil will be used to sculpt a berm near the cemetery. The pine trees will be replaced, hiding the maintenance barn from view. The Meaney's have requested that pine trees also be placed to the left of the barn to block the view. This will be done.

Beth Kelly inquired about keys for the bulletin boards. **Laura Nalesnik** reported that she has the keys. She also stated that two bulletin boards will be locked. The others will be open. **Beth** wanted to know if there will be some space for the recreation dept. **Laura** informed her that there is one bulletin board dedicated to the Recreation program.

Beth also asked **Bruce** if he could use the left over mulch that was used for the playground. **Bruce** stated that after reevaluating the condition of the mulch on the playground, grounds would use the left over mulch. **Bruce** promised **Michelle** that it would be removed from Anderson Park in the next few weeks. People had been complaining that it would attract mice.

Bruce also reported that we have been running into problems getting a CEP Permit from the DEP regarding our plan to repair/replace the beach parking lot drainage system and the Frascarelli property. They apparently have issues with Phase I and III of the plan. We may have to look at it as a smaller project. The Frascarelli pipe had been blocked but has been cleared out. This is only a temporary fix.

Mark Peterson inquired if there was any plan to repair all the drainage problems at POW. **Bruce** replied that the drainage on Sargent Rd. is in bad shape. Some of the drains can be cleared out but many have to be replaced. **Laura** stated that there is a proposal for \$60,000 for drainage in the Annual Call and inquired if this has changed. **Bruce** replied that it had not.

Ordinance: **Laura Nalesnik** reported that she had received a request to replace a fence. Ordinance states that fences can be replaced only with a living hedge.

Laura distributed a list of violations and fines and inquired whether the Board felt these fines were appropriate. **Michelle Daly** stated that she thought the Board was going to hold a special mtg. to review and make any changes necessary to obsolete ordinances/fines. **Laura** agreed that some of the ordinances are difficult to enforce, however, the ordinances do make people aware of certain rules.

Mark Stankewicz remarked that he looked into a remedy to prevent people from tying jet skis to the swim lines. If the swim lines are moved, it violates GPA setting and we can be fined. He asked for input regarding the best way to inform individuals that tying jet skis to the lines is not allowed. This is an extremely difficult rule to enforce. He suggested bringing it up at the Annual Call and stressing the importance of the issue. Also, a sign can be posted by the boat basin that warns people not to tie jet skis to the swim lines. **Mark Peterson** inquired if we could take away a violators launch privilege. **Laura** replied that this would be difficult to police. **Bruce Daigle** suggested the Board be proactive about the issue by notifying people at the meeting and letting them know in a 'nice way' that tying jet skis to the swim line can cause damage. The possibility of a newsletter will be considered in the future. **Michelle Daly** and **Mark Stankewicz** will prepare a flyer of the rules. **Mark S.** also suggested putting up a sign in the volley ball area **Laura** suggested that if there is a repeat offender, they receive a ticket. **Michelle** responded that it would be very difficult to police because the security officers have a lot of other areas to patrol. A buoy has been considered but it is unlikely that the Association would be able to get permission from DEP.

After completion of discussion of the ordinances, **Beth Kelly** made a **Motion** to keep the Ordinance fines the same as 2007. Seconded by **Mark Stankewicz**. So voted.

Recreation: **Beth Kelly** announced that the Rec. program would run from 06/25/2007 through 08/18/2007. There would be no program on 07/04/2007. **Beth** would like to make sure recreation employees have parking stickers. **Michelle Daly** stated that these employees, and the grounds employees, would be issued stickers and would be allowed to park in the lot and use facilities on their time off. It was noted that several of the employees are residents of POW.

Beth also reminded members of the Appreciation Dinner to be held the following night at Vin Baker's Restaurant in Old Saybrook.

Roads: **Fred Pinto** informed the Board that repairs to the potholes had begun. It will continue on Monday. There were several vandalized street signs. These have been replaced. Signs are being made by Computer Signs of Old Saybrook. He also reported that right-of-way safety rails are going up.

Security: **Michelle Daly** reported on the vandalism that had occurred on the corner of Connecticut and Massachusetts Roads. Ace Security will start on Memorial Day week-end. She will be having a meeting with them next week. Ace Security will be working weekends through June and after that full time.

Nominations: **Michelle Daly** announced that candidates from the Nominating Committee included **Laura Nalesnik**, **Kathy McKeough** and **Jim Kerley**. **Michelle** also distributed a copy of questions the nominating committee had made up to ask candidates as requested by Bruce Daigle.

There was a discussion as to whether members of the WPCA should be nominated or appointed by the Board. The charter states that the BOG appoints members to the WPCA. The WPCA are required to have two BOG members on the committee. **Dennis Bosio** and **Mark Stankewicz** have been representing the Board, having volunteered to do so. Dennis will no longer represent the BOG after June.

There have been questions regarding the appointment of the WPCA members. A letter from Atty. Mattern stated that because they have been acting in that capacity, and have not been replaced, they are considered defacto members.

Fred Pinto inquired as to how open spots are filled. **Laura Nalesnik** stated that the community must be solicited for candidates. Following that, the BOG must interview them. Perhaps the Nominating Committee can do this for the Board. It was noted that the Nominating Committee will have to be reassigned in June.

It was suggested that candidates be asked what their special points of interest are when interviewing. This issue will be reviewed following the June 2nd election.

Michelle Daly stated that she had sent thank-you notes to each of the nominees that had been interviewed for a Board position.

Federation of Beaches: **Mark Stankewicz** reported that he had been unable to attend the last meeting. He had requested a copy of the minutes but has not yet received them. It was noted that the South Lyme Beach Association has not dropped the law suit against Old Lyme regarding year round residency.

WPCA: Mark Stankewicz reported that the mailing had gone out with the Annual Call. Other than that there is nothing new to report.

Long Range Planning: Michelle Daly requested lists of items from members indicating what people might make memorial donations toward and for ideas for LRP. She thanked **Bruce Daigle** for the list he had provided and asked what he considers priority. He stated that the list was not prioritized.

Bruce would especially like to reconfigure the entryway to POW. Paving the road will change it somewhat anyway and this would provide an opportunity to do so. He distributed a drawing of an idea he had for redesigning the entrance. Members like the design but wondered if it might be a security and safety issue. Would it be possible to get emergency vehicles in and out without problems?

Mark Stankewicz asked Bruce if lines could be painted on the basketball court. This will be done.

Michelle Daly stated a new member is required for the Long Range Planning Committee. **Laura Nalesnik** suggested the community be canvassed for volunteers, as well. She suggested that there may be individuals who may not want to commit to anything that would tie them up, but they might be interested in volunteering to help out with different projects.

Beth Kelly reported on the tennis courts. She commended Ted Sullivan for all of his help and support. The pavement remains to be cured and this process will take 3 to 4 weeks. The fence people will be done this week and Dalton will be in to color coat the pavement. **Beth** stated that signs are needed informing property owners of the rules. Two important rules will be that “no wheels” are allowed on the tennis court, and, no black sneakers. Wheels themselves do not do damage to the court, however, turning can tear up the pavement resulting in cracks. Black-soled sneakers can mark the courts up and the marks cannot be removed. The community has invested a great deal of money in this project and will want it kept nice.

Mark Peterson and **Fred Pinto** both commented they had noticed puddles on the courts. **Beth** stated that she will look into this. The court, as is, should not have puddles. **Beth** also informed Bruce that trees, plants, and junipers in particular should not be pulled down. The roots are what is holding up the courts. She feels it might be wise to invest more money into drainage of the area rather than in landscaping. **Beth** and **Bruce** will discuss what money is in the budget and drainage will be addressed. **Bruce** also suggested that there is not enough time before June to do much in the way of landscaping and it would be best to use June, July and August for planning.

Beth asked **Bruce** if there could be some type of short term fix for the gully that exists on the playground. She asked Bruce if paving it might work. Bruce thought this would be a possibility.

Beth also addressed lighting for the tennis court. There is enough money left in the budget to replace the light fixtures, rewire, and replace the poles. To do all three renovations would cost approximately \$15,000. To replace the light fixtures only would be approximately \$3,200. She reported that there is nothing wrong with the poles and wiring, however, new fixtures would be more energy efficient. After a discussion by the members, a **Motion** was made by **Beth Kelly** to replace the lighting fixtures on the existing poles at a cost of \$3,200. Seconded by **Mark Stankewicz**. So voted.

New Business: The schedule for cleaning the beach needs to be firmed up. The beach should be cleaned at least 6 days a week and preferably 7. Suggestions included a rotating schedule and possibly putting Jeff on salary. **Mark Stankewicz** has prepared a possible schedule and will give it to **Bruce Daigle** to review. If Jeff were put on a salary, it would be possible for him to work less hours in the winter making up the hours in the summer. A discussion followed as to how this would be done in a manner that is fair to both the Association and to Jeff. Bruce will discuss the matter with Jeff.

Motion was made by **Mark Stankewicz** to table the beach cleaning issue until the next meeting. Seconded by **Michelle Daly**. So voted.

Laura Nalesnik read off a list of individuals who had volunteered to work at the registration table at the Annual Meeting and asked members for additional names.

At 10:50 p.m. the Board adjourned to executive session to discuss personnel issues.

Respectfully submitted,

