

**POINT O'WOODS  
BOARD OF GOVERNORS MEETING  
March 23, 2012  
6:30 -9:00  
Phoebe Griffin Noyes Library  
Old Lyme, CT 06371**

**Minutes**

Type of Meeting: Regular Meeting  
Secretary: Mary Ann Ruud  
Treasurer: Mario Ciampi  
Board Attendees: Fred Callahan, Bill Griffin, Beth Kelly, Kathy McKeough, Bud Phelps  
Absent: Greg McKenna, Ken Russell, Harry Ritson, David Tousignant

Kathy McKeough called the meeting to order at 6:43 PM.

**Agenda:** Beth Kelly motioned to approve the agenda. Bill Griffin seconded the motion. A boat basin report was added. So voted, the agenda passed as amended.

**Citizen Speak:** none

**Discussion:**

**Board Appointment:** Kathy McKeough reported Peter Roberge had expressed an interest in serving on the board to fill David Tousignant position and that she and Bill Griffin had met with him to discuss the Board and the role he would be required to play in the community. The Board discussed the candidate. Fred Callahan motioned to appoint David Roberge to the vacant position of David Tousignant effective at the end of the April Board meeting. Bud Phelps seconded the motion. So voted, the motion carried.

Kathy McKeough reported Sandra Downs was also interested in serving on the Board, she and Bill Griffin will meet with the candidate. The Board discussed the future roles of Board members. Marianne Fitch has requested a candidate be found to replace her on the Nominating Committee.

**Security:** Kathy McKeough reported that the security contract had gone out to bid under the Federation of Beaches, which Securitas had won. Susan Miron-Thorpe and Justin Engelmann of Securitas had come to answer questions and concerns of the Board. Mr. Englemann distributed the proposed contract; the Board asked questions and expressed their concerns including fireworks, presentation of officers and professionalism. Fred Callahan suggested buying resident stickers for the purpose of cars being waved in at the front gate, the Board supported this measure. Fred Callahan will order 2000, allowing for four per a household. Fred Callahan motioned to appoint Securitas for security for the 2012 season and to give Kathy McKeough and Bill Griffin the authority to review and sign the contract. Bud Phelps seconded the motion. So voted, the motion carried.

**Budget:** Mario Ciampi distributed the preliminary budget for the 2013 year to the Board. He reported that without increasing taxes or changes to the budget there would be a \$77,000 deficient. He reviewed the large capital projects that had been completed and suggested that the future capital expenses should be planned for budgeting purposes, which will likely include pavilion replacement, boat basin dredging, replacing street light fixtures and possibly bulk head repairs in the basin. Mario Ciampi will work with Long Range Planning to start to estimate these expenses. The Board discussed what amount of cash was appropriate to be kept for reserve, possibly a percentage of average expenses with a target of four year average of these expenses. At the current rate the cash position would recede further and will continue to lose ground. The commissioners' budgets were reviewed and adjustments made.

The Boat Basin budget was reviewed and no changes were suggested.

The Grounds proposed budget will be revised to reflected discussed items that include: payroll line item to be decreased because a new person to assist Jeff will be hired at a lower rate, removing the \$500 consulting/outsourcing line item, possibly lowering the asset replacement by \$5,000, review whether signage is double counted in Grounds and in Road budget, and review the repair line item to include both truck and equipment repairs in one line item.

The Beach budget was discussed, as was the need for swim lines to be replaced and reset. The Board also discussed whether the beach would have to be re-grated before the 2012 summer, which the Board decided would be determined as the season gets closer because at this point it does not need to be done.

The Recreation proposed budget will be changed to reflect a salary reduction and a slight revenue increase due to an incremental increase in program fees. The Board discussed what would be appropriate fees to charge for the summer camps, an article will be written for the newsletter announcing the changes in fees and the need for incremental changes. The Board supported sponsoring \$300 for the golf tournament in the budget; Bud Phelps will assist in the tournament.

The Roads proposed budget will be revised to reflect discussed items that include: removal of the sweeper and a review of whether signs are budgeted twice (Grounds and Road budget).

The Security budget will be reviewed to determine if budgeted amount will be sufficient based on needs. Fred Callahan will present to the Board a written out estimate for the 2012 security budget and that a couple of \$1000 should be added to this line item. The Board discussed the outstanding balance in the 2011 security budget of \$25,000. Despite repeated attempts by Fred Callahan to obtain an invoice from the 2011 company, POW has yet to receive an invoice. The Board also discussed the fees collected for the golf carts and whether that was accurately reflected.

### **Reports:**

Beach: Fred Callahan reported the beach contract and price are the same as last year. A \$100 ticket was issued for a golf cart violation. The violation was caught on video tape. The parent unaware of the video tape expressed she may appeal the ticket. The parent will be informed of the video tape and informed that she is still welcome to appeal the fine to the Board.

Beth Kelly, Bud Phelps and Fred Callahan all reported they would run for re-election at the June 2012 Annual Meeting.

Kathy McKeough reported that she had been told the Cemetery Association had no intention of selling property.

Beth Kelly motioned to approve the November 18, 2011 minutes. Bud Phelps seconded the motion. Editorial changes were made. So voted, the minutes were passed as amended.

February Newsletter serves as reports.

**Correspondence/Communication Update:** none

**New Business: Unfinished Business:** Mario Ciampi reported to obtain a credit card from Bank of America for Jeff to cover sundry expenses requires two signatures and a letter granting this credit card.

Bill Griffin motioned to approve a credit card for \$1000 for use by Jeff for sundry expense. Beth Kelly seconded the motion. So voted, the motion carried.

**Citizen Speak:** none

**Adjournment:** bill Griffin motioned to adjourn. Beth Kelly seconded the motion. So voted, the motioned carried. The meeting adjourned at 9:15 PM.

Respectfully submitted,

Mary Ann Ruud