

**POINT O'WOODS
BOARD OF GOVERNORS MEETING
April 23, 2013
5:00-9:00
Old Lyme Middle School**

Minutes

Type of Meeting: Regular – Association business
Secretary: Mary Ann Ruud
Treasurer: Mario Ciampi
Attendees: Fred Callahan, Sandy Downs, Bill Griffin, Beth Kelly, Greg McKenna,
Bud Phelps, Peter Roberge and Ken Russell

Bill Griffin called the meeting to order at 5:04 PM.

Presentations:

White and Katzman Management Inc: Michael Katzman and the prospective property manager presented the services POW would receive for a flat fee including records, attendance at meetings, monitor the sites, oversee labor , accounting, bill payment every two weeks and invoicing , payroll, bid projects, web site and would relieve the Board of their work load. There are additional fees for postage and copies. The Board asked about details of the services and about special circumstances that apply to POW.

Westford RE Managment LLC: Reginald Babcock, Frank Anastase and Jessica Sander presented the management services Westford RE Management LLS would provide. They presented that they bring the services of thirty personnel that specialize in specific task, such as accounting, human resources and building management. They provided scenarios of how their services would take place in POW and detailed what services are provided for the flat fee and the services that cost extra. The Board asked questions unique to POW and about the extra fees. Mr. Babcock assured the Board a contract could be drafted to meet POW wants and address concerns about fees so that it is very clear what POW would be paying for and when.

A recess was called at 6:25. Bill Griffin called the meeting to order at 6:31.

Citizen Speak:

Bill Griffin reminded the community that no decision had been made and that the Board was exploring their options.

Mary Lennon, 48 Ridgewood Road,

Approve Agenda: Bill Phelps requested repairs update be added to the agenda before the special meeting. Beth Kelly motioned to approve the agenda as amended. Ken Russell seconded the motion. So voted, the agenda passed as amended.

Secretary's Report: Secretary's Report: Bud Phelps motioned to approve the December 5, 2012 minutes. Ken Russell seconded the minutes. So voted, motion carried.

Treasurer's Report: Mario Ciampi

Decisions and Discussion:

Update on Engineering for Dredging and repairs
Special meeting scheduled for May 1
Preparations for May 1 meeting
UConn Research request update
Update on parking lot (possible executive session)
Update on AED
Update on encroaching walls
Memorials/Donation procedure
Preparation for Annual Meeting
Preparing and Sending Out the Annual Call
Open Board Position/Nominations
Outside Management Company/Town Manager/Alternatives
Budgeting Review and Approval

Reports:

Commissioners Reports: In Feb Newsletter

Correspondence/Communication Update: To be discussed at meeting if needed.

New Business: Unfinished Business

Citizen Speak:

Executive Session: None

Adjournment: Fred Callahan motioned to adjourn. Peter Roberge seconded the motion. So voted, the motion carried. The meeting adjourned at 8:15 PM.

Respectfully submitted,

Mary Ann Ruud