

**POINT O'WOODS
BOARD OF GOVERNORS MEETING
August 27, 2013
6:30 -9:00
Old Lyme Phoebe Griffin Library
Old Lyme, CT 06371**

Minutes

Type of Meeting: Regular – Association business
Secretary: Mary Ann Ruud
Treasurer: Mario Ciampi
Attendees: Fred Callahan, Sandy Downes, Bill Griffin, Beth Kelly, Greg McKenna,
Bud Phelps, Harry Ritson, Peter Roberge, Faith Weiss

Bill Griffin called the meeting to order at 6:32 PM.

Citizen Speak:

Danne Pineo, 27 Oak Road, as the co-president of the Women's Club, reported the Women's Club discussed a location for the recognition walk and concluded they favor the footpath above the pavilion. She requested approval from the Board. Susan Bookman, 12 Oak Road, reported that the Women's Club would like to install a bocce court where the old tennis courts formerly were. The club is requesting the Board's consensus of support so the club could investigate the expense of this project with confidence the Board will support the project. The Women's Club also requested the Board consider building a community center primarily funded by the Women's Club, but that would depend on its function. The club envisions an open space **for meetings to be held**, with offices for the Board, WPCA, file storage, club storage and small kitchen. The proposed location could be the current maintenance shed location and to move the shed. The club requested the Board permission to investigate this further. Bill Griffin reported this **may be a good subject** for the Long Range Planning committee.

Alanine Harris, 44 Hillcrest Road, reported a community center had been voted down years ago. She did say it was needed so as to have a place for teenagers to go and keep active.

Mark Stankiewicz, 1 North Road, requested the use of the basketball court on September 1st from 10-2PM for the silent auction for Jeff Keish fundraiser.

Lorraine Gibson, 45 Connecticut Road, inquired whether she would be permitted to speak during the discussion of the Nominating Committee and what would be discussed. It was reported the committee was being discussed to beef up the committee and the existing committee would be consulted and the goal was to beef it up to help the committee.

Mary Lennon, 48 Ridgewood Road, inquired whether it was in the charter how the nominating committee was replaced or formed? It was reported it was not detailed and that there was a historical practice that had taken place. Mary Lennon also mentioned she felt it was not fair the people with the fence on Walnut were being picked on when there were other violations. Greg McKenna agreed but when there are complaints and it is a violation then it must be addressed.

Susan Bookman, 12 Oak Road, requested the Board consider placing a mirror at the exit of the underside on Hillcrest. Beth Kelly reported that POW does not own the bridge and cannot install anything on the bridge. **Harry Ritson said it could be done without attaching to bridge.**

Beth Whirly, reported there was a lot of eating and drinking on the beach, security was not stopping cars at the gate, security was not in the parking lot and overall security is too lax. **The Board recognized the problems, admitted to having trouble with the current vendor, and would discuss other details about security later in the evening.**

Approve Agenda: The recreation walk and bocce court was added, the **Community** center was assigned to the Long Range Planning Committee, the basketball court reservation was added to the agenda and the second security listing was removed from the agenda. Greg McKenna motioned to approve the amended agenda. Harry Ritson seconded the motion. So voted, the agenda passed as amended.

Secretary's Report: Beth Kelly motioned to approve the minutes from July 23, 2013. Peter Roberge seconded the motion. It was noted Mr. Bob Sirkin was recording the meeting. It was requested Mr. Sirkin stop recording the meeting. **Mr Sirkin refused to stop. The Board discussed whether this was permissible.** The Board voted on the minutes, so voted, the minutes passed.

The Board discussed Mr. Sirkin recording the meeting. Greg McKenna motioned for a ten minutes recess to consult the attorney. Beth Kelly seconded the motion. So voted, the motion carried. The recess started at 6:53. Bill Griffin called the meeting to order at 7:07. Mr. Sirkin was asked to leave the meeting; Mr. Sirkin would not leave the meeting. The meeting proceeded.

Treasurer's Report: Mario Ciampi distributed the financial report for July. He summarized the report, commissioners were within their budgets. Revenue is down. The fiscal year close out will be done soon and sent to Bill Griffin before the September meeting. A new detailed report of spending activity was presented and discussed. The Board discussed why labor was over budget and the need for the reports to alert the board when these types of budget issues arise. The Board discussed when bills are paid.

Decisions and Discussion:

Treasurer transition update: Roy Johnson and Mario Ciampi have met and gone through functions of the treasurer position. A new computer is required for a full transition because the POW computer is unusable.

New computer for accounting: It was reported the treasurer's computer is not usable and a full transition of the treasurer cannot be done until a new computer is obtained. Bill Griffin will have a technician advise him and will send the recommendation to the Board and Roy Johnson for approval. Mario Ciampi reported the community had approved the acquisition of computers at an annual meeting and \$1800 remained of this approved budget item. Harry Ritson motioned to approve the treasurer's report July 2013. Greg McKenna seconded the motion. So voted, the motion carried.

Treasury/Administrative: A committee was formed to develop two things, to look at the job functions for the treasurer and administrative position. The committee will include Greg McKenna, Bill Griffin, Harry Ritson, Sandy Downes, Jean Smith, and Roy Johnson. Jean Smith reported she had completed much of this work.

Security Items - ongoing review, golf cart suspension, fines & ticketing records. The Board discussed how lacking the current security situation is this summer. Securitas will not be hired next summer and new vendor, Elite Security is being contacted as a possible security vendor. Fred Callahan reviewed the Sonya Cassaroto, 35 Connecticut Road, **hammer** law violation. The Board discussed the tree and whether it posed an immediate danger. Peter Roberge motioned to rescind the ticket. Faith Weiss seconded the motion. So voted, Beth Kelly, Faith Weiss and Peter Roberge voted in favor of the motion. Sandy Downes, Fred Callahan, Greg McKenna, Harry Ritson and Bill Griffin voted no. Bud Phelps abstained from the vote. The motion did not carry.

Fred Callahan read a statement regarding a golf cart accident. As a result of the accident the owner's golf privileges were revoked. The golf cart owner, Alanine Harris, was requesting her golf cart privilege be reinstated. The Board discussed the accident. Greg McKenna motioned there be not reinstatement of the golf cart privileges. Sandy Downes seconded the motion. So voted, the motion carried.

The Board discussed **when treasurer was aware fine, fees or penalty monies were due or had been issued. Currently Fred Callahan collects the fines but a different process was desired.. Treasurer should receive a copy of all monies due from association members immediately by copy of the fine or penalty.**

Insurance - employees theft/financial controls: Sandy Downes reported the need to increase the employee theft insurance because currently POW is underinsured. The insurance company will provide a quote for the increased rate.

Management Calendar: Sandy Downes reported a management calendar had already been created and she asked the commissioners to fill out a form outlining each month's activities and return it back to her prior to the next meeting.

Recreation Walk: Bud Phelps volunteered to function as the liaison for the Board for the bocce court and **recognition** walk projects. The Community Center will be assigned to the Long Range Planning Committee.

Basketball court reservation: Beth Kelly motioned the basketball court be closed from 10-2 to be used for the silent auction as a fundraiser for Jeff Keish. Harry Ritson seconded the motion. So voted, the motion carried.

Nominating Committee: The Board would like to reconstitute the nominating committee, with the intent of having more volunteers. The goal is to have five people ready to serve whether on the board or on a committee.

Communications Committee: Harry Ritson will lead the communications committee. He will publish a newsletter in October addressing respect for security and the ordinances themselves. The size of this committee depends how the newsletters are disseminated. The Board discussed when emails would be available and the secretary was hoping the following week. Mario Ciampi would like to send out a tax bill reminder.

Other possible committees or items requiring community volunteers: Bill Griffin asked for a Board member representative for the Long Range Planning Committee. Beth Kelly will consider this but must give an answer at a later date. The other committees will be led as follows: Best Practices Committee- Bill Griffin, Web Site Committee- Faith Weiss, Vendor Management- Beth Kelly and Sandy Downes will serve on this committee and the Fence Committee is currently working under Greg McKenna's leadership.

Rights of Way at POW: Bud Phelps reported the Sea View right away has been repaired. The Board discussed the right of way on Hillcrest and it being blocked by parked cars and what was approved and for how long. The Board will revisit this at the September meeting.

Follow up of last month action items: The seaweed disposal fees were paid. Fence/signs will be revisited in the fall. An ordinance about when trash pick-up could begin was not in the ordinances. Fred Callahan reported the town of Old Lyme is contemplating ending trash pick-up altogether. This will be investigated further.

Reports:

Commissioners Reports: Faith Wiess reported the mushrooms were buried during Hurricane Sandy and as a result re-situated and pulled in the fall. Harry provided a price to pull the raft and the mushrooms but that expense is not in the beach budget. It was decided the money would have to come from the contingency fund.

Correspondence/Communication Update: none to discuss

New Business: Unfinished Business

Executive Session: Harry Ritson motioned to enter executive session to discuss potential litigation and personnel issues. . Bud Phelps seconded the motion. The motion carried. The Board entered executive session at 8:40 PM. There were no votes taken in executive session.

Beth Kelly motioned to exit executive session. Harry Ritson seconded the motion. The motion carried, executive session ended at 9:45 PM.

Beth Kelly motioned that the Board donate \$5000 to the Jeff Keish fund subject to **verification we could utilize maintenance account to fund the donation.** Greg McKenna seconded the motion. So voted, the motion carried unanimously.

Adjournment: Beth Kelly motioned to adjourn. Harry Ritson seconded the motion. So voted, the meeting adjourned at 9:50 PM.

Respectfully submitted,

Mary Ann Ruud