

**POINT O'WOODS  
BOARD OF GOVERNORS MEETING  
March 26, 2103  
6:30-9:00  
Old Lyme Library**

**MINUTES**

**Type of Meeting:** Regular – Association business  
**Secretary:** Mary Ann Ruud  
**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 6:31 PM.

Citizen Speak: Rosemary Breen, 80 Connecticut Road, thanked Jeff for his excellent work this past winter plowing and during Hurricane Sandy.

Mary Lennon, 48 Ridgewood Road, reported the need for a watch dog to ensure POW residents are not charged for the Old Lyme sewer project.

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: Bud Phelps motioned to approve the December 5, 2012 minutes. Ken Russell seconded the minutes. So voted, motion carried. Beth Kelly motioned to approve the November 26, 2012 minutes. Bud Phelps seconded the minutes. So voted, the motion carried.

Treasurer's Report: Mario Ciampi was absent.

Decisions and Discussion:

Stanhope research invoicing: Bill Griffin reported the contracted price of \$3000 was exceeded by the vendor without requesting a revision to the contract and quoted price. After a discussion of what was requested from the vendor Fred Callahan motioned not to pay above the originally agreed price. Ken Russell seconded the motion. So voted, the motion carried.

Defibulator Donated (training and policy): Fred Callahan reported a defibulator had been purchased and the expense will be reimbursed. The Board discussed where it should be housed and who should be trained. The concluded it would be housed in the shack near the beach, and that only trained personnel should use it and that the insurance company will be contracted to determine the liability of using the device. The topic was tabled for a future meeting.

Memorial Request: Bill Griffin reported a request had been made to plant a tree or bush in memoriam to a former visitor of POW. The Board discussed the precedence of this, past problems and decided it was a Long Range Planning issue and a list could be developed of wish list items that could be put in place in unmarked memorials.

Update on progress of Engineering for Dredging and repairs: Sandy Downs reported that positive progression had been gained in the dredging of the boat basin project and the channel by May or

early June. But suddenly she can not get in contact with the engineer, whom she is trying to determine whether the waiver had been granted from the Army Corp of Engineers to deposit the sand on the beach. Fred Callahan and Sandy Downs will coordinate the beach grading the dredging project. Sandy Downs will update the Board when the request for proposal goes out. Fred Callahan reported another community may be interested in purchase the sand from the channel and basin.

Repairs: Bud Phelps presented two written quotes from contractors to repair a variety of items at POW. A third had been obtained but was priced so much higher they did not present it. Laser Contracting 11656.43 and TS Whitman 11200 were discussed with Laser being the recommended vendor as long as POW residents voted for the repairs at the POW special meeting and they agreed not to increase the quoted price by 7% as indicated on their quote. The Board discussed the replacement of the fence on the burm and concluded a quote should be obtained to replace it. A quote to replace the sign for POW was presented and it was agreed more quotes were needed for a sign in the same fashion as the ruined sign.

Special meeting scheduled for May 1: The Board discussed the date of the special meeting and concluded the May 1, 2013 date was fine, as it was the first day a special meeting could be help according to the charter. A post card will be mailed home and announcement placed online.

UConn Research request: a UConn faculty member requested students to conduct research around Connecticut Road. The Board discussed and concluded a letter stating they are UConn students should be obtained. Fred Callahan motioned to allow UConn faculty and students to do research. Bud Phelps seconded the motion. So voted, the motion carried.

Properties at POW in disrepair : The topic was tabled for a future meeting.

Open Board Position: Bill Griffin reported they still had an open position on the Board and that the nominating committee had interviewed people. Ken Russell reported his term was up and he would not run again. Bill Griffin will be in touch with the nominating committee.

Security Program and training: Bill Griffin and Fred Callahan reported they had met with Securitas and that they had hired a new supervisor and they were cooperative with their request. The billing cycle will be ever two weeks to if there are problems with a bill they can be dealt with more quickly. Also they are committed to training the security guards. It is estimated security coverage from Securitas will begin around June 23<sup>rd</sup>. Fred Callahan reported a security camera had been put in place, security increased and barrier placed on Champion Road.

Budgeting Process: Bill Griffin reported on an email Mario sent about the status of the budgets and that the commissioners' budgets were in process and a few commissioners budget had yet to be submitted. It was reported that the commissioners would submit their edits to their budget to him and Bill Griffin for preparation and review. Capital projects will be reflected in commissioners budgets as capital projects.

Outside Management Company Review Proposals: Bill Griffin reported he had requested quotes from five companies, he received three and only two were viewed as viable options. The Board discussed the cost and whether it was more or less cost effective than hiring a town clerk type position. They discussed what services are included and whether other services added cost more and if so how much more. They also discussed the concerns about increasing prices and wanted to know the final price of what POW needs and what the company would charge for those services. They also weighed the advantages of clear financial reports, proper file management and the resources of a large firm to

handle issues that could arise. The Board concluded they would host the two companies to explain their services at the next POW meeting scheduled from April 23<sup>rd</sup> and will begin at 5:00 PM rather than 6:30\*\*.

### Reports:

Commissioners Reports: In Feb Newsletter

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

New Business: Unfinished Business: Bill Griffin reported Barbara Kelly was requesting interest be waived from a tax bill but the topic was tabled until the treasurer is present to weigh in on the issue.

### Citizen Speak:

David Richardson, 72 Seaview Road, suggested that younger adults in the community be used for security during the day because if trusted youth are used it could be an effective security team.

Mary Lennon, 48 Ridgewood Road, inquired if a management firm is hired what would be the Board's role. Bill Griffin reported they would set policy. She also reported that the previous treasurer was always there and answered questions.

Marilyn Stitham, 49 Ridgewood Road, reported Norman's bill for the Wave was not paid in a timely manner and that the treasurer was not present. Bill Griffin reported he would speak to him.

Carolyn Sirkin, 74 Connecticut Road, read a letter previously submitted from another resident that the Board could not hire a management company without budget approval from the community. She stated that a management company was not needed and she would volunteer if help was needed. Peter Roberge reported the Board would not hire any company without budget approval.

Rosemary Breen, 72 Connecticut Road, reported the head of recreation and all personnel should be CPR certified and the good Samaritan act protected responders from liability. The device had very detailed and easy to use instructions to administer it on a needy person.

David Richardson, 72 Seaview Road, reported the battery does need to be changed and needed to be attended to regularly.

Wendy, 87 Connecticut Road, stated she felt the difference between a management company and a town clerk needed to be presented to the community.

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