

**POINT O'WOODS
BOARD OF GOVERNORS MEETING
3/19/10
6:00-10:30
Christ the King Church
1 McCurdy Road
Old Lyme, CT 06371**

Minutes

Type of Meeting: Regular – Association business
Secretary: Mary Ann Ruud
Attendees: Susan Bookman, Fred Callahan, Beth Kelly, Kathy McKeough, Bud Phelps, Mark Peterson, Ken Russell and David Tousignant
Absent: Harry Ritson

Guests: Representatives from Securitas

Citizen Speak: Scott Levant, of 24 Sargent Road, expressed his desire to become more active the community.

Security Presentations: Representatives from Securitas, E.J. Catell and John Zatti, spoke to the Board about the services Securitas would be able to provide POW. They fielded extensive questions from the Board regarding customer service, the guards they will supply, how they will interact with the community members and their security experience. After the Board had finished their discussion with the Securitas representatives they excused themselves from the meeting.

Secretary's Report: David Tousignant motioned to approve the 11/20/09 minutes. Ken Russell seconded the motion. So voted, the minutes were approved as amended. Susan Bookman motioned to approve the 1/26/10 minutes. Ken Russell seconded the motion. So voted, the minutes were approved as amended.

Decisions:

Budget/Treasurers Report: Mark Peterson distributed the draft budget for the 2010-2011 fiscal year. The summary was reviewed first, with the conclusion being that there were too many outstanding items including, the WCPA, the asset values from the town and the parking lot expense, to estimate the mil rate at this time. The goal of the Board is to minimize as many expenses for the community as they can. Any capital expenditures that take place will come out of cash reserves and not paid for by increasing the mil rate.

Administration: Insurance went up because of a general rate increase, which is the first this insurance company has issued. The cost could be lowered by lowering the coverage but the Board agreed the coverage was needed and is a reasonable price for the coverage. Audit fees may go up in the future due to the availability of the current auditor. Legal fees are estimated for \$9,000 because it was last year's price and will probably be close to that price again.

The Board came to a consensus that all commissioners' contingency budgets will be moved to Administration budget under the contingency line item. This will allow for more flexibility in spending funds when unforeseen expenses arise in the community.

Beach: Fred Callahan reported the beach cleaning contract is the same as last year in the amount of \$10,800. A new raft and chain will to be purchased for \$1,400, of which \$1,200 from this fiscal year and another \$200 from the admin contingency will pay for these items. The swim line budget item will be lowered to \$600 for the 2010-2011 year. Beach cleaning was increased to \$4,500 because a major cleaning is needed due to storms. Water went up to \$200 because POW will now be billed for the expense. The bottom line for the Beach will now be \$16,800.

Boat Basin. Mark Peterson reported on behalf of Harry Ritson. Water costs are unknown due to a 31% rate increase. The contingency budget line will be moved to the administration budget. Kathy McKeough reported Harry Ritson will be conducting a market study analysis of rates to compare our marina rates to that of the local area. Mark Peterson continued, channel dredging is budgeted for \$115,000, money has been set aside in reserves for this purpose. The Board agreed to continue to put money away for the purposes of asset replacement for high price capital expenditures such as dredging.

Grounds: The contingency budget for grounds will be moved to the administration budget. Beth Kelly presented an improvement proposal around the shack which would include a 90" stone wall that Pagenelli could complete for \$7,500. The \$7,500 Paganelli had set aside for the restoration of the landscaping around the three sheds could instead be used for the stone wall and the remaining \$6,500 in the 2009-10 budget be used for landscaping around the three sheds. This will be decided on at a later date.

Tree branch removal was \$2,400 and is being increased to \$6,000 due to a likely.

The Board discussed the replacement of the dump truck and concluded that Bud Phelps would conduct an analysis on the type of truck that was needed, to buy or lease, and whether it would be more cost effective to have some of the work sub-contracted. This will be supplied at the April meeting.

Ordinance: The budget for the ordinance commissioner is for mailing and for copying the ordinances. There are outstanding fines which will be pursued.

Recreation: The budget for payroll has been lowered because it was over budgeted in the past and this brings it in line with the actual expense. The expense of the tent, an cost historically paid for by the Women's Club, was discussed and it was concluded that \$500 should be budgeted for the tent. It will be put in miscellaneous.

Roads: David Tousignant reported the need for consulting fees in the roads budget due to any unforeseen events that could arise with all the work that has taken place in the community. Paganelli must replace curbs where there were curbs but some new curbs may be needed. Paganelli has given POW six stop signs. Four signs are being made to identify homes on the Champion Road extension that are difficult to find. Signs need to be put up for the season. It was advised that the newly paved roads be closely monitored and hold those that damage them accountable. The three equipment areas in the roads budget have been eliminated and grouped together under miscellaneous for a total of \$1,500. The parking lot will likely cost \$100,000 to raise the lot and accommodate the environmental requirements for the area. This project will not likely begin before the fall of 2010. The cost of the project will be presented at the April meeting.

Security: Fred Callahan reported the budget will change depending on who the Board votes on for the 2010-2011 security contract. The proposed budget assumes the selection of the low bid,

Securitas, but it will be reworked if they are not awarded the contract. A laptop is being purchased for the shack to input registrations. This concluded the budget discussion.

Landscaping/Tennis Courts: Beth Kelly presented a proposal to change the tennis court entrance. The changes will change the grade of the slope by adding steps that are 3' wide x 4' long with a stone wall on either side and landscaping. On the bank behind the tennis court it was recommended that weed hold be put down. The board discussed what type of draining should be installed that runs along this path, various options will be explored. It was suggested the path continue beyond the tennis court area to act as a beach path too. Three quotes will be obtained and Beth Kelly will have more to add about this project at the April meeting.

Appointment of Security Firm: David Tousignant motioned to accept Securitas for security services for the 2010-2011 budget year as outlined in their proposal they presented tonight. Susan Bookman seconded the motion. The Board discussed at length the security firms and the benefits and deficiencies of the proposals. It was suggested a two year contract be presented in the future. A vote was taken: Susan Bookman, Fred Callahan, Bud Phelps, Mark Peterson, Ken Russell and David Tousignant voted in favor for the motion. Beth Kelly voted no. The motion carried.

Security Plan 2010: Fred Callahan distributed his security plan for the 2010 season. Two traffic barriers will be placed between the bridge and Massachusetts Road to slow the traffic. The Board discussed the visual appeal of these barriers and the desire to make them attractive. In the parking lot, stickers will be placed on windshields along with ticket for those without the proper permit. The stickers will say the vehicle will be towed at owner's expense if they park without the proper permits in the future. The second time they will receive one more warning, and lastly the third time the vehicle will be towed. Fred Callahan will be in touch with Attorney McGarry to determine the process of having cars towed and indentifying a towing company. Two full time and one part attendant will be hired for the shack at the parking lot. The schedule for these employees was discussed and will be adjusted as needed. The guards' shifts were discussed and the type of patrols they will provide. Buying a golf cart for the security guards was discussed and tabled to determine if Securitas has one that can be used rather than buying one.

Roads: Dave Tousignant presented the idea of resurfacing of the road in the underpass. This would have to take place in the fall.

Dave Tousignant reported the King right of way had been identified as a potential hazard because of the degree of its slope, which is greater than 5°. The Board, after a discussion, concluded that a railing needed to be installed immediately with a sign that state "Steep decline, pass at your own risk" and Steep incline, pass at your own risk." A long term solution will be developed and presented in the near future. Attorney McGarry's advice will be sought in this matter.

Dave Tousignant reported that the WCPA needed to heat some pipes and the cost to install a meter for this purpose alone would be \$30 a month. It was being requested of the Board that the WCPA be permitted to connect into the POW line and the POW Board will monitor the cost.

Lights will be added to either side of the underpass to add some light under this very dark underpass. If this does not improve the lighting conditions Amtrak will be contacted to insist they develop a solution to this problem.

Signs are being made to identify areas that people may use but at their own risk.

Ordinance: Ken Russell reported he was identifying home owners who needed to have their septic tanks pumped. The Board discussed the need for this requirement given the sewer connections and alternatives for the requirement this year. Susan Bookman motioned to exempt pumping ticket

submission for the purposes of obtaining POW permits for 2010 season. Fred Callahan seconded the motion. Susan Bookman, Fred Callahan, Bud Phelps, Ken Russell and David Tousignant voted in favor for the motion. Beth Kelly and Mark Peterson voted against the motion. The motion carried.

Correspondence/Communication: Bill Lacourciere had received a letter from Rita Shesler, 14 Champion Road, requesting the hammer law be reconsidered this summer. Her household is being renovated as a result of the sewer connection. She was not requesting an exemption but requesting the ordinance be reconsidered.

Commissioners Reports; See February Newsletter

New Business: Unfinished Business:

Attorneys are being interviewed that have municipal experience and Kathy McKeough is taking recommendations.

The President of the Old Lyme Fire Department informed Kathy McKeough that the emergency access into POW, if the underpass were to become impassable, is over the railroad and the fire department has the power and authority to cut the fence to go through if needed.

Citizen Speak: none

Mark Peterson motioned to enter into executive session to discuss the pending legal matter of Stanhope at 10:00 PM. David Tousignant seconded the motion. The Board entered into executive session.

Adjournment: Fred Callahan motioned to adjourn the meeting. David Tousignant seconded the motion. So voted, the motion carried unanimously. The meeting adjourned at 10:15 PM.

Respectively Submitted,

Mary Ann Ruud