

**POINT O'WOODS
BOARD OF GOVERNORS MEETING
September 24, 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
Attendees: Fred Callahan, Sandy Downes, Bill Griffin, Bud Phelps, Harry Ritson,
Peter Roberge, Faith Weiss
Absent: Beth Kelly, Greg McKenna

Bill Griffin called the meeting to order at 6:33 PM.

Citizen Speak:

Danne Pineo, 27 Oak Road, as the co-president of the Women's Club, requested the Board approve the recognition walk from the pavilion to the parking lot. The Board discussed the walk and the location.

Carolyn Sirkin, 74 Connecticut Road, read an email sent to the secretary requesting the meeting minutes from the August 2013 meeting be amended to include two items, a vote and something the attorney had advised the President. The communication Mrs. Sirkin read is available upon request. Alaine Harris, 44 Hillcrest Road, requested the Board reconsider her golf cart privileges be reinstated and to remove the fine. She explained what happened that day and requested the Board hear her.

Betty Sagan, 68 Connecticut Road, inquired whether there was some question about repairing their fence that was damaged during hurricane Sandy. It was reported no complaints had been received about their fence.

Mary Lennon, 48 Ridgewood Road, reported that Susan Bookman did not represent the entire Women's Club and she and many others do not support the building of a clubhouse.

Approve Agenda: Harry Ritson motioned to approve the agenda. Peter Roberge seconded the motion. The Boat Basin, Harris golf cart request, Sirkin's minutes request and recognition walk were added to the agenda. So voted, the agenda passed as amended.

Secretary's Report: Peter Roberge motioned to approve the minutes from August 27, 2013 meeting. Harry Ritson seconded the motion. The Board made grammar and name corrections to the minutes. The board discussed Carolyn Sirkin's request to amend the meeting minutes. The board agreed there was never a motion made to remove Mr Sirkin and that no advice from the attorney had ever been discussed during the meeting. The Board discussed and agreed the minutes were accurately reported without said revisions. The motion was made to approve the minutes as amended by the grammar and name corrections only. This was so voted, the minutes were approved.

Treasurer's Report: Mario Ciampi reported they were only two months into the fiscal year and were on track. It was requested that charges made to the contingency fund be reported so those charges can be added into the respective commissioners budgets next year when creating the budget. Only ten percent of the tax receipts had not been received. A list of properties that are delinquent will be supplied to Bill Griffin. An email blast will be sent to remind property owners that the taxes are due. The security bills are not finalized for the summer as Fred Callahan continues to adjust hours they are charging. Harry Ritson motioned to approve the treasurer's report. Peter Roberge seconded the motion. So voted, the motion carried.

Decisions and Discussion:

Treasurer transition update: Mario Ciampi reported October 1, 2013 is the transition date from he to Roy Johnson as the treasurer.

Treasury/Administrative interviews: Jean Smith distributed a task matrix and a organizational chart to the commissioners to aid in the development and role of the treasurer/administrative position. This matrix was developed with the input from the commissioners. It was requested that those commissioners that had not met with Ms. Smith do so soon to finalize the job description and duties. Jean Smith was thanked for her efforts.

JK Fund Raiser: Bill Griffin reported that fundraiser was a huge success and the community did a great job coming together. Harry Ritson motioned that the donation made for the Jeff Keish Fund will be distributed from the administratiotn and payroll budget. Peter Roberge seconded the motion. The Board discussed why this was required and it was reported it was not previously mentioned where in the budget these funds would be taken. So voted, the motion carried.

Security Items - The Board discussed the need for the fines to be sent to the treasurer. Sandy Downes reported a form should be used by the treasurer and individual that has been fined allowing the Board to digest appeals before they are appealed. The Board also discussed whether ordinances are suspended in the off-season. The board concluded that ordinances are enforceable year around. The Board discussed when to install the barriers on Champion Road parking access and concluded November would be best once the boats are out of the boat basin.

Insurance – Sandy Downes reported she was working with the insurance company to include the WPCA within the POW policy. This will result in a 4% increase in insurance cost. Employee coverage is being increased.

Rights of Way at POW- The rights of way are mowed.

Management Calendar – Sandy Downes reported she had received all the calendars and can plan for future needs.

Update on Committees

Nominating: Sandy Downes reported Lorraine Gibson term was from 2011-2014, Rosemary Breen's term is from 2012-2015. Sandy asked the Board to support adding a

nominating committee member to the two, she supported Loretta Johnson for a term from 2013-2016. Peter Roberge motioned to nominate Loretta Johnson to the Nominating Committee for a term from 2013-2016. Bud Phelps seconded the motion. So voted, the motion carried.

Communications: Harry Ritson reported an October newsletter will be sent.

Website: Faith Weiss reported she had spoken to the web master, Drew Trott and he was willing to work on reformatting the site. It was recommended the domain name have an additional user because currently it only has one, which is not advisable. The Board discussed needed updates to the site and improvements.

Other committees --- Vendor mngt, Best Practices, LR Planning- tabled for future meeting.

Follow up of last month action items

Reports:

Commissioners Reports:

Boat Basin: Harry Ritson reported he was very concerned about the depth of the water and young people fishing off the corner near Champion Road. The Board discussed what could be done and whether there was a sign. Mr. Ritson also informed the Board he was considering raising the boat basin fees by \$200 regardless of the size of the boat. The Board also discussed returning Anderson Park back to trailer parking as a revenue generator.

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

New Business: Unfinished Business:

Recognition Walk: Harry Ritson motioned to approve the suggestion of the Women's Club to install a recognition walk. Sandy Downes seconded the motion. So voted, the motion carried.

Harris Golf Cart: The Board discussed the Harris ticket and whether anything had changed since the last time the Board had considered this request at the August meeting. Peter Roberge motioned that the suspension stay in effect. Sandy Downes seconded the motion. So voted, the motion carried.

Fred Callahan joined the meeting at 8:00 PM.

Executive Session: Possible lawsuit, insurance claims, property encroachment and personnel issues. Harry Ritson motioned to enter executive session. Peter Roberge seconded the motion. So voted, the Board entered executive session at 7:57 PM.

Bud Phelps motioned to exit executive session. Peter Roberge seconded the motion. The motion carried, executive session ended at 8:58 PM.

The Board discussed and agreed the Jeff Keish's note of thanks should be posted on the POW web site.

Adjournment: Bud Phelps motioned to adjourn. Peter Roberge seconded the motion. So voted, the meeting adjourned at 9:01 PM.

Respectfully submitted,

Mary Ann Ruud