

POINT O'WOODS BOARD OF GOVERNORS' MEETING

March 24, 2015, 6:30 – 9:00PM

Old Lyme Phoebe Griffin Library, Old Lyme, CT 06371

<http://pointowoodsct.com/>

DRAFT MINUTES

Type of Meeting: Regular - Association Business called to order at 6:26PM by Carl Filios

Attendees: Carl Filios, Roy Johnson, Jennifer Reyes, Bud Phelps, Beth Kelly, and Mike D'Aquila.

Secretary: Pamela Walters

Guest Presentation: *William Vassell Services, Inc. - Geoffrey Gallop

A brief presentation was given by Geoffrey Gallop regarding the security services provided Point O' Woods last year as well as an overview of his company. William Vassell Services Inc. would like to provide security services to the beach again this season.

Citizen Speak: Roy Johnson of 21 Massachusetts Rd speaking as a resident. Mr. Johnson would like the board to send a letter to the Sisters of Charity for a contribution, as they do not pay association taxes. Mr. Johnson would like a second letter sent to the owner of 115 Hillcrest regarding the status of construction. Mr. Johnson feels the house is an eye-sore. Eleanor Bonafonte, 10 Hough Rd, is concerned about the leaves from the cemetery, as they fall on her property and she has to clean them. Marilyn G Stitham, 49 Ridgewood Rd, has requested that we hire Richard Frascarelli for the Maintenance department.

Approve Agenda: Beth Kelly made a motion to approve the agenda as amended. Bud Phelps seconded.

Secretary's Report: Beth Kelly made a motion to approve the November minutes as posted. Jennifer Reyes seconded.

Treasurer's Report: Roy Johnson gave a financial report of the current status of the Point O' Woods accounts. He reported that everything looks great, no major areas of concern. Beth Kelly moved to accept the treasurers report as given, Bud Phelps seconded.

Review of Open Action Items:

53 Seaview Sisters of Charity - Roy Johnson to draft a letter to be sent requesting a donation from the tax-exempt entity that owns this property.

Stone Wall, Seaview right-of-way - Bud Phelps is working on an estimate from a mason to repair.

Hough Rd, drainage by tennis courts - Bud Phelps reported that there is a great deal of water draining from under the road. It may require examination from an engineer. The water may be compromising the structure of the road. The board has agreed to find a qualified engineer to assess the situation.

Lighting at Beach - Bud Phelps reported that the lighting estimate from John Sicuranza is still an option. Point O' Woods can buy the equipment and Sicuranza Electric will install them at the quoted rates. Beth Kelly suggested that the decision be tabled for the April meeting with the hopes that more Board members will be in attendance to vote. Mike D'Aquila made a motion to table this item; Jennifer Reyes seconded.

Champion Rd pavement/Golf cart access - Bud Phelps reported that a post will be installed to keep vehicles out once the weather warms up and the ground thaws.

New Business:

- 2015 Security Bid - Bud Phelps moved to table this item until the April board meeting; Beth Kelly seconded.
- Employment of Administrative Office position still remains open.
- Appointment of Secretary still remains open.
- Employment of Facilities Manager position - Bud Phelps has recommended Richard Frascarelli for the employment of Facilities Manager. Mike motioned to hire Richard Frascarelli, Beth Kelly moved for discussion. Beth Kelly had concerns regarding some of the specification of the job given that Mr. Frascarelli is a home owner at Point O' Woods. Motion passed unanimously.
- 2015 Summer Rec Program - Beth Kelly reported that the Recreation Program will run for about 7 weeks, with three staff members this season. The program will run Monday through Thursday, and include two field trips if enough people sign-up.
- Employment of Summer Staff - Beth Kelly reported that six people applied for the jobs, three applicants were recommended based on their experience, and qualifications. Beth Kelly moved that we offer positions to the top three candidates as recommended by the screening and interview process. Carl Filios commented that a new process has been put in place to review employment applications by members of the association, so that Board Members are not put in a position to hire another Board Member's family member. Jennifer Reyes moved to accept the above mentioned applicants for employment. Bud Phelps seconded.
- Employees for the beach parking lot shack will be appointed next month after the application review process has been completed.
- 2015 Budget Narratives are purposed to estimate where the actual budget figures will be by the end of June, as well as a narrative covering what has been done this fiscal year while forecasting for the next fiscal year. Roy Johnson has requested that any changes be sent to him within the next week. Roy Johnson evaluated the Administration budget. Carl Filios has suggested that we examine a way to reduce cost in printing and mailing the Annual Call. Jennifer Reyes is still trying to determine some expenses for repairs at the Beach. Boat Basin budget was reviewed by Roy Johnson. Bud Phelps reviewed the Grounds budget, and doesn't expect any major changes. Roy Johnson reviewed the Ordinance budget, and deemed it may not be necessary as Ordinance does not generate any sort of expense. Beth Kelly reviewed the budget for Recreation and feels her forecast looks good. The budget for Roads is still not completed. Mike D'Aquila and Roy Johnson are scheduled to work on it. Roy Johnson reviewed the Security budget. Some review needs to happen to accommodate a shift in coverage hours, and clothing for staff. Overall, the finances are ahead of budget and cash reserves are building.
- Fiscal Year Forecast for this fiscal year. Beth has suggested that budget items regarding printing be moved to the administrative office. Roy Johnson forecasted that income for the year will be within about \$2000 of budget. Expenses will likely be a little less than \$50,000 under budget. The numbers still need to be fine-tuned.
- Financial Audit feedback given by Roy Johnson. The Point O' Woods Association received a clean report. Fund balance is in great shape as a municipality. Carl Filios has requested that all of the board members put together a listing of capital expenditures.
- Fishing Ordinance overview given by Beth Kelly regarding the ordinance that bans bathing and fishing in the Three Mile River. A discussion has been tabled for the next board meeting.

Commissioner Reports: Bud Phelps has offered to relay information regarding the WPCA meetings. There is some discussion regarding the installation of sewers in neighboring beach associations. Carl Filios commented on the process currently in place for Board of Governor nominations. Mr. Filios has suggested that all interested association members be put on the ballot, that it should not be limited to only three people.

At 8:30PM Beth Kelly moved that the board take a ten minute break and then enter Executive Session.

Executive Session:

The Board met in executive session to discuss current litigation involving the Association in the case of Thompson v. Griffin, et al., CV 13 6018641, pursuant to General Statute Section 1-200(6)(B), strategy with respect to threatened claims or litigation involving the Association. The Board came out of Executive Session at 8:48PM; no votes were taken and no decisions made.

Adjournment: Bud Phelps moved to adjourn the meeting at 8:49PM; Beth Kelly seconded.