

POALH Board of Governors
Meeting Minutes
October 13, 2012

The meeting was called to order by Gail Grzegorzczak at 9:35 a.m. at Lee Griffin's house at 83 Wildwood. Board members in attendance were Dave Glazier, Gail Grzegorzczak, Diane Nelson, Linda Nuzzo, Gary Petersen and Bonnie Sudell. Treasurer Lee Griffin, Jason Griffing, Bob Sudell and Budget Committee Chair Ed Bader were also in attendance.

Minutes: The minutes of September 22, 2012 were accepted as presented.

Pavilion Project Update: The Board has not received information from the insurance adjuster yet. Our understanding is that \$23,000 is the limit on our policy, less a deductible of \$1,000. There were concerns raised that we were underinsured and that the agent was not doing her job. Bob Sudell and Ed Bader will look into the possibility of changing our broker of record to a larger agency with experience dealing with associations such as ours. We need to look at our exposures and establish a risk profile so that the insurance can go out to bid. Gail will send the policy to Bob for review. He will call the agent to try to determine if we have cause for action against our broker. If necessary, he will ask for approval of the Board, to consult with an attorney.

Brian Bagnati has offered, but not provided yet, a quote for new construction so we will have an idea of the replacement cost.

Bob Sudell offered to co-chair the Building Committee with Larry Lusardi. They will decide, from those who have offered, who will be on the committee. It was decided to keep the number of members to seven. The committee will be charged with providing a realistic timeline for completion of the project, coming up with new pavilion designs, determining what portions of the project should be performed by a contractor versus our own volunteers, preparing Requests for Proposals (RFP's) based on the previous, soliciting RFP's, recommending a contractor and design based on RFP's received, obtaining necessary permits from the Town and providing site management.

The committee will communicate with the Board as to their progress on a regular basis so that the Board may keep the membership informed. It is understood that those on the committee will not be allowed to bid on the project.

The tentative date for completion was set at May 1, 2013.

The committee will also provide specifications for a new refrigerator and commercial grade freezer. Donations will be accepted towards their purchase, with the possibility of a plaque recognizing donors, or recognition on a new Memorial Board. Security will also be addressed by the committee. There was some discussion regarding a "Pavilion Shower" or "Housewarming" to mark the opening of the pavilion and thank everyone who helped.

We have a verbal contract with the vendor of our porta potties, and he has advised us that it will cost \$1,300 to replace the two units that melted in the fire. We will negotiate a settlement with him and look to find a vendor who will provide a written contract that spells out liability and insurance coverage.

Bob Sudell said that he would organize the first Building Committee meeting within the next two to three weeks and keep the Board informed of progress. Moira will be asked to make a "pavilion fire update" section on our website. She will also be asked to create a section for tax updates. As an aside, Lee Griffin stated that his records and those of our new Tax Collector, Brenda Armstrong, matched to the penny. The Board recommended that the Board meeting dates be on the website on a "side menu" format. Future Board meeting dates are November 17, December 15, January 12, February 16 and March 16. All meetings will begin at 10:00 a.m. Gail will advise Moira so she may post these dates on our website.

There was discussion regarding Article VI of our Bylaws, Meetings and Referendums. Section 4 states "No meetings of said Association shall be held between the dates of October first and April first, both dates inclusive." Section 3 states "Special meetings shall be called by the Board of Governors as needed or whenever a petition, signed by not fewer than twenty members, is submitted to the Secretary-Clerk. Such petition shall give a reason for requesting such special meeting" .The Board interprets the bylaws to mean that we can have a special meeting during the off season. The Board would like to have a meeting in January or February of 2013 to get authorization from the membership to proceed with the construction of a new pavilion and the replacement of equipment. In advance of such meeting, the Board will hold informational "town hall" meetings.

Treasurer: The Treasurer's report was accepted as presented.

Water Shutoff and Keys: Water shutoff for seasonal residents will begin November 5th. As the spare keys were destroyed in the fire, the following members have offered to make keys available for shutoff: Diane Nelson, 1st Beach area, weekends only; Gary Petersen, 2nd Beach; Lee Griffin, 2nd Beach and Gail Grzegorzczak, 3rd Beach. This information, along with their phone numbers, will be given to Jason for a future electronic newsletter and Moira, for the website. Keys are also available at vendors such as Lowe's and Home Depot for under \$20.

It was reported that the catch basins had been cleaned by the Town.

Gail recommended that the Bylaw Committee review activity be tabled.

Gary Petersen offered to get a copy of the fire department's response to the fire to get the response facts. If it is determined that the response was delayed, we will pressure the Town for better response.

We will look into the possibility of using the fire house at the south end of our property.

There was discussion regarding problem properties, in particular, Peter Doyle's. A letter will be written to him, advising him that he is in violation of our Bylaws, and asking for his plan for clean up of the property. Something will also be posted on our website, referencing our Bylaws, asking members to identify problems so that they may be addressed. The Spring packet will also address this issue.

Jason asked for guidance as to who should be receiving communications via the on line newsletter, as there is information intended for Association members only as well as information that could be shared with the greater community. The Board left it to his discretion.

Gail will work with Moira and Jason to get timely newsletters out via email or regular mail to update members on the pavilion project. A packet will need to go out via usps announcing the special meeting (sometime in December/January) and present topics to be voted on. They will work on both online and return card polling for those members who cannot attend the meeting.

The next Board meeting will be Saturday, November 17, 2012 at 10:00 a.m. at Gail's house at 34 Glimmer Glen.

The meeting was adjourned at 11:55 a.m.

Respectfully submitted,

Bonnie F. Sudell
Recording Secretary