

POALH Board of Governors  
Meeting Minutes  
February 18, 2017

The meeting was called to order at 9:05 a.m. by President Cari Eckert at the home of Jason Griffing, 83 Wildwood, East Haddam. Board members in attendance were Cari Eckert, Corinne Halliday, Gail Miers, Jason Griffing, Gary Petersen, Don Smith, Bonnie Sudell, Adam Thompson and Bill Taylor. Also attending were Ed Bader, Tax Collector and Lee Griffin, Treasurer.

Minutes: The minutes of the January 14, 2017 Board Meeting were approved as presented.

Next Meeting: The next meeting will be Wednesday, March 15, 2017 at the home of Jason Griffing, 83 Wildwood, East Haddam. April 15<sup>th</sup> was confirmed as the date of the April meeting. The website will be corrected to reflect the correct date.

President's Message: Cari reported that, with respect to our mowing contract, a letter was sent to our contractor reminding him of required insurance coverages. Per a phone call yesterday, we were assured that workers compensation, general commercial liability and motor vehicle liability would be in place. The contractor said that he would forward certificates of insurance and proof of payment as required.

Cari indicated that she had received numerous emails from the Board regarding the proposed expense reimbursement policy, as well as strategic planning and events. April 21<sup>st</sup> was confirmed as the date of the Board Appreciation dinner. Cari asked for a list of others who should be invited.

The CFL's Connecticut Lakes Conference in April 29<sup>th</sup> in New Haven. Corinne is registered to attend. It was suggested that a reminder should be in our next email blast.

Financial Reports:

Treasurer: Lee reported that there hadn't been much activity since last month. The normal utility bills had been paid, as well as an invoice from Attorney Adam Cohen. The January report has been sent to Mike Trocchi to post. The report was accepted as presented.

Audit Report: There was some discussion of the latest CPA's financial statements. Discussion was tabled and will be on the agenda for March 15<sup>th</sup>. In advance of the March meeting, questions should be sent to either Ed or Lee. It was noted that we do not have an audit conducted, but a financial review.

Expense Reimbursement Policy: It was agreed by the Board that refreshments at POALH meetings and other authorized functions could be reimbursed. There was considerable discussion regarding reimbursement of refreshments at Board meetings. It was noted that no one had ever asked for reimbursement for refreshments at a Board meeting. A motion was made, seconded and passed that expenses for refreshments at Board and committee meetings would be reimbursable up to a dollar limit of \$50 if requested.

Tax Collector: Ed reported that 13 of the 14 delinquent accounts went to collections yesterday. 12 of those were also subject to jeopardy billing. \$3,927 remains delinquent, with a collection rate of 97.5% to date.

#### Committee Reports:

Properties: Gary passed out the job description and proposed ad for a part-time maintenance person and thanked Ed for his help in revising. Gary was asked to think about generating service tickets for activities. We will advertise beginning in March. Bill will contact Beth Lunt for the results for the arborist's inspection.

Gary will purchase a 14' jon boat for the Association at a cost of \$859. He will also register the boat and buy a motor and battery.

Gary will also research a storage container for the ball field. Ed had some ideas on where to buy one and will get with Gary to discuss.

The new street signs have not yet been ordered.

Gary plans to replace the brackets and chains on the rafts this spring.

He will prepare something for the spring packet.

Public Safety: Bonnie will prepare something for the spring packet and ensure that the web is up to date.

Events/Social: Don reported that the newest forms are on the website. Requests for use of the pavilion must be mailed to PO Box 230. Emailed or phoned requests will not be accepted. Pavilion reservations will be accepted only after the spring packet has been mailed. We need to develop a policy for when the pavilion can be requested. It was suggested that requests could be made after January 1<sup>st</sup>, but confirmation would not be made until after March 15<sup>th</sup>. Holiday weekends are not available for reservation. Lee is in charge of pavilion reservations this year.

Jason will solicit a proposal from an individual he knows to coordinate some of our events. Bonnie volunteered Bob to contact those who had run events in the past to see if they were still interested and to tie down dates.

LQIC: Corinne reported that Felicia had been very helpful in answering questions regarding the committee. She plans to have a meeting in April and has familiarized herself with the Solitude contract.

Water Testing: Bill is hosting a meeting at his house on Wednesday, April 12<sup>th</sup> at 7 p.m. with Don Mitchell, Director of the Chatham Health District, Corinne, Gail, Janet DePratti, Cari and Ed. All interested parties are welcome to attend.

#### Old Business:

Strategic Plans: Cari thanked all who provided input to the process. The highest rated budget priorities were identified as 1. Weed control, 2. Purchase of a jon boat, 3. A property maintenance contract. The highest rated strategic plans were 1. Aeration of 3<sup>rd</sup> Beach, 2. Rebuilding/cleaning the drainage outflows, 3. The EPA 9 Element Plan. It was concluded that these items would make for good discussion at a town hall.

Dam: Corinne raised the question of dam inspection and maintenance. The dam has been recently inspected, and is inspected every 7 years. It was noted that it needs a better growth of grass. Gary said that he would seed again this spring. Gary put money in the budget for dam maintenance, and it should be identified as something that is

done on a regular schedule. Most of the smaller properties projects can go into the operating budget, but we need to focus on 2-3 larger projects and how to fund them. Bylaw Changes: Gail presented the bylaw changes to go in the spring packet. Absentee ballots are one of the changes. Requests for absentee ballots, if approved, would go to [secretary@lakehaywardct.com](mailto:secretary@lakehaywardct.com), then forwarded to Lee and Jason. If passed, Bonnie will look into creation of absentee ballots for specific issues.

New Business:

Insurance Risk Management: Ed presented a POALH Contract Rider, which major contractors would attach as an addendum to their existing contracts. Other independent contractors, such as bands and food trucks probably don't need a rider as extensive as this, but they should have something. Food trucks, for example, should have a food service license and we should enquire about their insurance. Do we want to assume the risk if there is a problem with a food truck vendor? The discussion was tabled to March to allow for further discussions with our insurance agent and lawyer.

Board Membership: Gail will send us a form she has to ask members if they would like to be considered for a Board position. We will discuss at the March meeting if it should be included in the spring packet.

The meeting was adjourned at 12:03 p.m.

Respectfully submitted,

Bonnie F. Sudell  
Recording Secretary