

POALH Board of Governors
Meeting Minutes
June 1, 2013

The meeting was called to order by Gail Grzegorzczak at 9:48 a.m. at Diane and Steve Nelson's house at 24 Ridgewood, East Haddam. Board members in attendance were Dave Edgington, Dave Glazier, Gail Grzegorzczak, Larry Lusardi, Diane Nelson, Linda Nuzzo, Gary Petersen, Bonnie Sudell and Mike Trocchi. Also attending were Lee Griffin, Treasurer, Ed Bader, Budget Chair and Bob Sudell, Jason Griffing and Steve Nelson, Pavilion Committee.

Minutes: The minutes of the April 20, 2013 Board Meeting were accepted as presented. The minutes of the April 7, 2013 Special Meeting were reviewed.

First Newsletter: All submissions for the first newsletter should be sent to Moira with a copy to Gail by Tuesday, June 18th.

Financial Reports:

Treasurer's Report: Lee presented two reports, one with pavilion expenses included, one without. Based on our approved budget, we still have \$49,235.68 available to spend before the end of the fiscal year. The first newsletter will include a pavilion financial statement. The reports were approved as presented.

Tax Collector: Brenda has been asked to attend the June 15th Board Meeting. At that meeting, we will review the delinquencies. When the delinquencies are published, they will be posted by years owed with total amount owed, as well as whether or not a lien has been placed. The lien amounts will not be separated by each year. We need to be very clear on the Tax Collector policy relative to lots.

Budget 2014-2015: The Budget Committee needs input from all committees as to what dollars they need and what it is for. Worksheets will go to committee chairs so that the budget can be approved at the August meeting. It was suggested that at the June 15th Board Meeting, the 2013-2014 Budget be reviewed to reallocate line item totals. Although the bottom line will not change, some line items will need more money. Insurance is one example of a line item that will need additional funds. The Properties Committee feels comfortable with its \$20,000 per year if volunteers continue. If there are not enough volunteers to carry out the Properties' projects, contractors will have to be hired and paid. Dave and Gary were asked to provide an estimate of man hours already spent on projects. The Board needs to address the question of how much money we really need in reserves.

Capitalization: A motion was made, seconded and passed to establish a capitalization policy for line item expenditures over \$2,500. Expenditures of less than \$2,500 will be expensed under the operating budget.

Bid Process: Dave Edgington said that currently any project estimated to cost more than \$500 went out to bid. He asked that he be allowed to develop an approved list of contractors, licensed and insured, and that the bid threshold be raised to \$3,000. A motion was made, seconded and passed to raise the bid threshold.

Special Committees:

Weed Control: Gail said that she was in the process of scheduling a meeting. As the expanded treatment date is scheduled for June 26th, notification and signage needs to happen. It is important that members be informed of the plans, any issues, and what to do to prepare for the treatment. Global Connect will be used to contact members, by phone or email.

Insurance: All coverages are in place (property, GL, D&O, Crime, Terrorism, workers comp, non-owned vehicles) with the exception of an umbrella. Bob Sudell will contact Bouvier Insurance as they are planning to put us in a risk purchasing group for umbrella coverage. A motion was made, seconded and passed to get \$10 million in umbrella coverage. It is estimated that total insurance costs will be between \$20,000 and \$25,000.

Pavilion: The pavilion is projected to cost less than \$175,000 at this time. Removal of “unsuitable” material and replacement with fill in the initial excavation process added \$7,600 to the total cost. Although the committee has been evaluating lighting options, they have decided to select a lighting plan when the pavilion is in place. Consensus was reached to not put windows in the cupola. All those involved have been asked to keep track of their volunteer time, as represented by “sweat equity.” The final report should include time devoted to research, management, staining, photo documentation, committee meetings and any other pavilion related activities. A report of progress to date should be in the first newsletter, with Steve Nelson to review.

June Meeting: Gary Petersen will contact the East Haddam Fire Chief to ask to use the firehouse. Dave Glazier has an amp and mike that we can use. Members will be asked to bring their own chairs. Logistics for coffee will depend on the availability of outlets. There will be at least three speakers: one from the Fire Department to recruit volunteers, one from DEEP to discuss their role in managing weed control, and Sandy Zawistowski to report on the Garden Club’s buffer project.

Swim Lessons: We do not have a certified instructor, although we have an assistant. Mike Trocchi said that he would contact Cave Hill to see who they used. Diane has a contact in Glastonbury who she will call. Various options were discussed, including starting after July 4th and having lessons only one or two days a week. Equipment needed should be ordered under this year’s budget. Insurance could be covered under our general liability. The decision regarding swim lessons will be made at the June 15th Board Meeting, so that it can be reported in the first newsletter and at the June Meeting.

Water Testing: Mike Trocchi is in charge this year. The standard for testing is weekly during the season at each of the three beaches, and also after heavy rains. Chatham Health District offers a three day turnaround for sample evaluation, whereas the Columbia Lab provides same day results. The cost is \$20 per sample, or \$60 per week at Columbia. Mike will find out where the samples need to be dropped off, as Columbia on Route 66 is an hour round trip. It was suggested that the cost come from the Police and Safety budget and that sampling be between Memorial Day and Labor Day.

Beach Rep Role: Dave Edgington will get the job description previously developed from Jeff Walter. It was suggested that in addition to visiting the beaches and soliciting comments, they recruit for work parties.

Properties: The swim lines and rafts are out. As the buoys must be in eight feet of water, we are looking to change the permits for both Second and Third Beach, to reflect 100 feet for Second Beach and 110 feet for Third. DEEP will inspect the lines and hopefully approve the permits next Friday at 9 a.m. Sand will be spread at Third Beach tomorrow. The property at the North end has been surveyed and Dave Edgington will stake with rebar tomorrow. There was concern expressed over the lack of participation at the beach cleanup and other work parties and the need to get younger people involved. Picnic table construction is on hold until we have some place to put them. Gary Petersen reported that Neil Murphy was happy with the survey.

Security: Dave Glazier reported that parking passes are being distributed to those who come to his house. He will have both boat stickers and parking passes at the June Meeting.

Beach Rules Signage: The signage is out to bid. A decision will be made this week. It is possible that we will revamp the existing signs. Lee will follow up.

Social/Recreation: Depending on pavilion progress, we will try to get a band last minute for July 5th. A band will be engaged for sometime during Lake Hayward Days. Events proposed included “learn to play cribbage” with a tournament after, “learn to play setback” with a tournament after, Karaoke in mid July with pot luck appetizers before, a progressive tag sale in July, where one could pay for a

spot under the pavilion or pay to have your address on a map, Lego night, Lake Hayward Days, and the Boat Parade as the "last hurrah." There was discussion on a wine tasting as well as Friday evening or Saturday morning yoga and hula hooping.

Lake Hayward Days: We need to get people involved to replace the games lost in the fire. Getting an inflatable and/or a magician was discussed. Rather than one chair, it was suggested that we ask for a chair for each night's event. Larry Lusardi has a list of specific needs.

Jason Griffing remarked that as the Spring packet costs over \$800 to mail, we really need to make an effort to go green. Over the course of the summer an effort will be made to have members sign up for email or post office delivery of mailings.

The cookbook is still being worked on.

The next Board Meeting will be Saturday, June 15, 2013 at 9:30 a.m. at Linda Nuzzo's, 192 Lake Shore Drive.

The meeting was adjourned at 12:30.

Respectfully submitted,
Bonnie F. Sudell
Recording Secretary