

POALH Board of Governors
Meeting Minutes
March 14, 2015

The meeting was called to order at 9:15 a.m. by Vice President Bob Sudell at the home of Cari Eckert, 57 Buttonwood Road, Hebron. Board members in attendance were Cari Eckert, Gail Grzegorzak, Jason Griffing, Deborah Smith, Bob Sudell and Bonnie Sudell. Also attending were Ed Bader, Tax Collector and Lee Griffin, Treasurer.

Minutes: The minutes of the February 11, 2015 Board Meeting were accepted as presented.

Financial Reports:

Treasurer: Lee Griffin's report was approved as presented.

Tax Collector:

Delinquency Collections: Ed Bader reported that \$2,700 had been received so far. Three small delinquencies were paid in full. One homeowner made a partial payment. As of 2/28, approximately \$69,000 was outstanding; the figure is closer to \$66,000 now. Ed thanked the Board for empowering him to take action to initiate collection efforts. He reiterated that we should make it a priority to give some money back to our members in the form of a mil decrease.

Ed also reported that there are forty-five (45) homeowners who paid their taxes this year, but not on time. Letters will go out to them to collect the interest due by April 30.

Billing Service: Ed has been investigating Quality Data Services, Inc. More than 140 of Connecticut's 169 municipalities use them for tax bill preparation. They advised Ed that if a homeowner is delinquent on their tax bill for the current year, notice of lien placement must be made two weeks prior to the end of the fiscal year (i.e. by June 30). As towns notify homeowners thirty days in advance of lien placement, we will do the same.

In the case of partial payment of overdue taxes, the payment is credited first to the interest, then to the lien fees, then to the oldest year that is past due.

Liens: We have been informed by our legal advisor that we have been overcharged by the town for the placement and release of liens. We pass these charges on to the property owner. We have been charging \$53 when placing a lien, \$53 when removing it for a total of \$106. Ed is investigating the possibility, that as a taxing district, we should be charging less and to ensure we are being charged properly.

\$50 Lots: Between fifteen and twenty homeowners of lots have not paid their taxes. They have not been liened. Ed will get clarification of the law regarding the intent to lien.

Ed reported that he received a draft contract from Quality Data Services, Inc. on Friday. He will have more information at our next Board Meeting, but if we contracted with them, we would be paying for use of their software. Data would be hosted on their network and they would do the data conversion and printing of the bills.

Ed will provide a copy of the generic letter that went to the twenty-one delinquent homeowners to the Board, for information only. He reminded us that we should refer any questions from recipients of the letters to our attorney at Pullman and Comley.

Communications:

Ginger Jacoby: Ginger has offered to work on a social event. Jason will contact her.

Calendar: We agreed to let Don Smith release calendar dates to members wishing to reserve the pavilion on April 1. We will ask him to send the preliminary list to the Board before reserving the dates.

Jeff Bender: Jeff has asked that the board include a new rule to ban smoking on the beach. Jeff has offered to speak to this at any board or association meeting. Gail requested that he get buy in from other members, possibly at our Town Hall Meeting, and propose the rule at the June meeting for

consensus The Board's concern is that the rule is largely unenforceable and should be a matter before the association as a whole.

Forest Way: Reports from two residents near Forest Way have reported that the trailer on Forest Way has lights that are on, and possibly tracks around it. Bonnie will contact the Town to check to be sure no one is living in the trailer

Meredith Young – Swim: Gail received correspondence from our former swim instructor. She has offered to provide swim lessons this summer. As our insurance carrier will not cover any claims arising out of swim lessons conducted on an open body of water, we have been advised to not sponsor swim lessons. If Meredith wishes to provide private swim lessons, parents could contract directly with her. She would be responsible for all aspects, including administration. A motion was made, seconded and passed that the Board no longer sponsor swim lessons due to liability issues. Gail will contact Meredith to see if she is still interested in working directly with residents. Disposition of the existing swim equipment was tabled. Bob will contact our insurance carrier to see if we would incur any liability by letting an outside instructor use our equipment.

Mark Bilodeau: Correspondence from Mark, sent to our gmail account, was read.

President:

FOI: Gail will reach out to our lawyer to see what we need to know and do to comply with the Freedom of Information Act.

Property Maintenance (Lawn) Contract Bidding Process: In Gary Petersen's absence, Gail provided draft copies of last year's proposal. It was suggested that we add language that we would be notified sixty (60) days in advance of insurance cancellation. It was also suggested that we add language to ensure that the bidder comply with all Federal, State and Local codes, ordinances and regulations. Bob will let Gary know.

Town Hall: We talked briefly about how we would run the Town Hall Meeting in May, and how members would vote for proposed bylaw changes. We agreed that those revisions agreed to by the Board would be voted upon as a package, but that bylaws proposed by members would be voted on separately. We will continue the discussion at our next Board Meeting.

Aquatic Control Contract: A motion was made, seconded and passed to waive the competitive bidding process for this year. We will reexamine this professional services provider on a 3-5 year basis. Felicia Tencza will be asked to provide the original bid documents to our Assistant Secretary, Lee Griffin.

Lake Quality Improvement Committee: Randy Miller sent copies of four (4) documents to the Board on Friday. Included in the documents was a seventeen (17) page document "Lake Hayward Lake and Watershed Management Plan: Outline" dated March 2015,"prepared by the consultants CME Associates, Inc. and a list of thirty (30) tasks drawn from the outline.

The "to do" list from the study appears very comprehensive and the Board agreed that they had not had enough time to thoroughly digest the information. As the Board must make a commitment to support initiatives, discussion was tabled to a special meeting for this one topic alone.

Tim Pelton will be providing articles for our newsletters for educational purposes.

Public Safety:

Patrols: Bonnie is working with Officer Mansfield to schedule patrols and private duty jobs.

Reliable Towing: Reliable will cruise the parking lots on an irregular basis and when called to boot vehicles not displaying our parking permits.

Parking Permits: Four (4) will be issued to each household, and four (4) to members owning lots only.

Secretary/Clerk Voter Registration Campaign: Voter registration forms are included in our Spring Packet. They will also be available for completion at the Town Hall Meeting and included in the first newsletter. Forms will also be available at the June and August Association meetings. It is hoped

that by next year at this time, all members will be registered with the Secretary/Clerk. Only those members registered with the Secretary/Clerk would be able to vote at Association meetings.

Risk Review: Lee remarked that he did not receive hard copies of our insurance documents from our agent. Bob will ask for them.

Bob checked on our worker's comp premium, which was \$11,000 this year. Our agent said that this was a result of our \$7,400 payroll being reported as \$77,400. Our agent is working on a refund of the overpayment.

Social: Jason confirmed the dates of the four (4) Association sponsored Saturday events. The band for July 25th has been confirmed.

Water Company Update: Deb reported that the original water turn on date of April 15th has been delayed up to three weeks due to the weather.

Old Business: None

New Business: None

The next meeting will be Wednesday, April 8, 2015 at 7 p.m. at the home of Deborah Smith, 16 Jeremy River Drive, Colchester.

The meeting was adjourned at 12:22 p.m.

Respectfully submitted,

Bonnie F. Sudell
Recording Secretary