



WILDWOOD
PROPERTY OWNERS ASSOCIATION, INC.

2012 BOD MEETING MINUTES

**Wildwood Property Owners Association Board Meeting
January 7, 2012
9:30 a.m.**

1. Call to Order: Vice President Stan Rosen called the meeting to order at 9:35. Other Board members present: Marcia Eveland, Charlie Higham, Rob Guyette, Guy Prairie, Teresa Urbinati and Bob Ueberbacher. Frank Fazi and Bob Maselak were present by teleconference. Audrey Miller, Operations Manager, was also present. A quorum was established. There were no opening comments.

2. Additions to the Agenda –Charlie requested that we add discussion of the Calendar. Audrey said that we had a letter regarding a septic system. The person who sent it was going to be here in person at 11:00, and Audrey asked that we stop our regular Agenda to fit her in. Both changes were accepted.

3. Community Open Forum

Loren Clark had three comments:

- a. He met Steve Garrity – dam project manager – who told him that the valve will need to be adjusted at some future time.
- b. The gate in the coffer dam, and the siphon system devised by Frank Fazi, allow the pond to be almost completely emptied. It is Loren's opinion that such a complete draw-down will kill invasive species.
- c. It is Loren's opinion that the cutting of trees should be the very last step in forest management.

4. Approval of Minutes – December Meeting

There was some discussion about the purchase of the new truck, clarifying what the BOD will do. Charlie and Wes will go out now and purchase the truck. There is a typo at the top of the last page. It was m/s/p to accept the Minutes with the correction of the spelling error.

5. Operation Manager's Report

Audrey reported as follows:

- a. Dam repair is essentially complete. There is minor cosmetic work to be done in the Spring, fixing places that the heavy equipment dug up. The cat walk will differ from the original plan, to assist with access. Deposit 20% was paid and a check for 70% is ready. \$5,000 is being held back for the catwalk. Charlie added that the cost was \$3,000 more than agreed because more concrete was needed, but we will have enough to cover all costs because extra was built into the dues amount.
- b. The good weather is allowing for more roadside clean-up.

6. Officers' Reports

- President, Vice President, Secretary – no reports
- Treasurer – Charlie reported as follows:
 - a. Regarding the 2011 budget – revenues were down \$23,000 and expenses were down \$18,000. We spent only \$14,000 in unplanned expenses that came out of reserves. The \$5,000 shortfall will come out of what would have been in the reserves.
 - b. 2011 was a good year. The truck purchase in 2012 is OK. The dam is done and within planned budget. No need to borrow funds because of dues and cushions.

7. District Representative Reports

- a. Rob's district is fine.
- b. Teresa has a new member and asked if there was a new member packet. Audrey usually gives that out. Audrey will check with Diane Massey about revisions to packet with full information on invasives, policies, etc. and be sure that she has such information for realtors.
- c. Guy walked District 4. Trees, brush and culverts all look tended. The ROW dock by Anne Stone's place is taped off. Needs repair. We cannot use wood for the posts any longer. Also, the dock in Angler's Cove is long gone. Suggestion we tie all the docks into one NOI – good for 3 year – and get the work done. It was agreed that this should go to Property Management for assessment, and then to Finance to get reserves in place. Can we ask members for ideas to solve the problem of too many boats on the beaches? Can we ask Property Management for status of proposed new boat racks?
- d. Bob U's district is OK.

8. Property Management Committee

A written report was submitted. Frank reported that money was put in reserves for bathhouse septic in 2013. Line items ARE set in stone and so money can't be moved around. Monies unused roll over to the same line the next year. There was a question regarding the back hoe as noted in Susan's report – the BOD feels that we said to fix it, Frank will pass on to Sue this comment and the information about docks, boat racks and reserves for 2013.

9. Finance Committee

Charlie pointed out that this committee will not meet until this afternoon. He wanted to know, however, if there was authority to invest funds. Bob U said that the treasurer before Bob had staggered CDs for 3/6/9 months for surplus funds and reserves, but when rates declined he tried a savings account, putting extra funds there, including monies from maturing CDs. Our funds need to remain fairly liquid. It was agreed that the Finance Committee has the authority to investigate investments and bring recommendations to the Board.

10. Security and Enforcement Committee

At the last meeting, only 3 of 12 committee members showed up, so there was no quorum. All members have been asked to re-up, and the committee is reforming to include only those who "members in good standing."

11. Lake Committee

Loren reported that they will meet in April regarding fish stocking. Stocking will be done this year. Juan Rodriguez is now in charge of fish stocking, as Paul Sandy resigned. Usually done in March and again in the fall. Marcia will call Juan to find out what is planned. Audrey was asked to do an e-mail blast to let members know ice is unsafe due to possible air gap between the ice cap on top and the water level beneath the ice.

12. Forest Management

Bob U reported that the forester has been up several times. Conservation still needs to be notified. Trying to get the cutting done this winter. Members may go in to take firewood.

10:55 – The Board took a quick break and reconvened at 11:00.

13. Out of "Agenda Order"

Judy France came to the Board in follow-up to a letter she sent regarding the septic system at her Owl's Nest property, which is up for sale. Needs a new one but cannot go down more than 12". She can buy a suitable perkable adjacent lot for the septic field. There are three across the road and one next to her. Lots of discussion about the Board's policy of a moratorium on selling lots that were taken back. It was then moved and seconded that, as a one-time exception, based on the need for maximum feasible compliance, Judy be allowed to purchase one of the lots – 42, 43, 44, or 11 – if one perks, for \$1,000. The motion passed. The Board understands that all costs will be borne by Judy. It was recommended that the question of the moratorium policy be put on the Board's next Agenda. The \$1,000, when received, would go under Miscellaneous Income.

14. Documents Committee

It was noted that Bob M was no longer on the conference call. Marcia noted that she had a lot of questions. Frank appointed Marcia to head up a new By-laws Committee that would, with assistance from the Documents Committee, finish the work on the by-laws, including holding an open meeting to collect all in-put, and then when the document is complete, hold open forums for the community to let them understand the changes. It was suggested that the first meeting be held the same day as the next Board meeting, on 2/4, but it was then agreed that the meeting could be on the Friday night. Marcia will contact Bob Maselek and other interested members. Frank said he would be present by phone.

15. Deed Restrictions Legislative Options

Stan handed out information on the legislative ruling about Beaver Lake. He also had a referral to a different attorney for a second opinion. He will have more information at the next meeting. There was a lot of discussion about the best way to protect Wildwood thru restrictions. Also discussion about common property issues vs. private property issues, and where members could agree. It was agreed that Stan still had \$1,500 to continue his legal research and report at our next meeting.

16. Dry Hydrant

Audrey reported that Wes is setting up a meeting with the fire chief to lay out who will do what, and when.

17. 61B Land Usage

Bob U has compiled some information. There are many restrictions, and wildwood needs to make decisions ahead, because afterward some changes could not be made. The tax assessor and Audrey need to be in discussions about which regulation would be best for us. We can do nothing. We can do recreational usage. We can do forest management. Which is best? Bob will continue to gather the information.

18. New Business

- There will be an open house on January 15 for the new fire house. We need to thank all wildwood members who supported the fund-raiser for the building. This should be an e-mail blast.
- Charlie referred us to the calendar. Monthly closing of the books is too close to the Board meeting for Audrey to do the best job getting the report ready for us. Charlie asked that we either change the meeting day of the Board, or change the day that the books are closed. It was moved and seconded that we change the date the books are closed to the 23rd of each month. Charlie explained that we would do a catch-up in December. The motion passed.

19. Disposition of Open Forum Topics

Audrey reminded us that there are guidelines in place for the emergency draw-down of the pond in the event of impending flooding. It can be started a week prior to impending storm. No other items needed our attention, as Loren was stating his own opinions.

At 1:15 it was m/s/p to go into Executive Session.

At 1:40 the Board came out of Executive Session and the meeting was adjourned.

Respectfully submitted,

Marcia c. Eveland, Secretary

Wildwood Property Owners Association Board Meeting
February 4, 2012
9:30 a.m.

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1. Call to Order: Vice President Stan Rosen called the meeting to order at 9:35. Other Board members present: Marcia Eveland, Charlie Higham, Rob Guyette, Guy Prairie, Teresa Urbinati, Joe Nunes Bob Maselak and Bob Ueberbacher. Frank Fazi was present by teleconference. Audrey Miller, Operations Manager, was also present. A quorum was established. There were no opening comments.

2. Additions to the Agenda: none

3. Community Open Forum:

Loren Clark referenced a decision by the Tolland Selectmen that if Harland Road is damaged by Wildwood logging, Wildwood will pay for repairs. Loren believes logging should be done when the ground is well frozen. Wants the logging issue brought to the members. Gave a brief history of the Forest Management Committee. Loren believes cutting should be a last step, and that cutting will adversely affect our ponds and brooks.

4. Approval of January 7, 2012 Minutes:

In #13, changed spelling from *by* to *buy*. In #16, change spelling from *lie* to *lay*.

5. Operation Manager's Report:

a) Dry hydrant – Will and Wes met with the fire chief re: installation. We will install with town help to drain the pond. Do it in the fall so the pond will have time to refill, so scheduled for fall, 2012. Wes needs to rent a larger excavator with a long reach. One day rental is \$500-\$600. After discussion by consensus it was agreed that we should go ahead with the rental.

b) Owl's Nest lots – one lot across the street perked. Note: Stone's Throw has a septic issue and a May 15 deadline. The property is not to be used. Frank suggests we need to check with Valerie after the deadline to find out the status.

6. President's Report:

Frank was present by phone at the By-laws Committee meeting last night. There was good discussion and debate. He commended the members.

7. Vice President's Report: Stan seconded Frank on the meeting last night.

8. Secretary's Report: None

9. Treasurer's Report:

a) We will buy a truck: \$20,000 deposit, \$2,000 in rebates, \$36,000 financed over 5 years at 2.9%. This is \$700 per month, with \$2,700 paid in interest over the 5 years.

b) The \$524 dam assessment from each member should cover what we needed. The bulk of expenses was paid in December. There is now a \$48,000 shortfall in the reserves, which should be made up. If any money is left from the \$524 per member, that will be placed in dam reserves.

c) The Finance Committee meets this afternoon to begin the budget process for 2012. They will need to figure the number of members in Good Standing accurately to forecast dues to be paid. 240 estimated.

10. District Representatives: It was the feeling of the Representatives that all is very quiet, few people are up this winter – probably because there is no skiing.

11. Property Management Committee

A written report, not approved by the Committee, was submitted. Frank reported because he was present. The Committee met to look at various questions from the Board and the Finance Committee. The Board was most concerned about rafts, ROW docks, boat storage, ROW maintenance. The committee recommends A-frame kayak racks at the beaches – will not hurt the boats' structure. Probably \$300 in lumber costs. Also phase in new rafts at \$3,000 each, at one per year. One is done already. Replace missing ROW docks a.s.a.p. and then repair others as needed. Getting quotations. ROWs are important as they are the only way for WPOA non-members to get to the ponds. Ask the Finance Committee to look at how to do this through the budget. The Board asked the Property Management Committee to count the ROWs and docks, and how many need rebuilding and how many need repair, and the cost estimates. We will need an NOI. The Board also asked for the exact cost of building the kayak racks.

10:30 – The Board took a quick break, and reconvened at 10:40. Stan made a motion to add “Legislative Options” to Unfinished Business. m/s/p

12. Forest Management Committee:

Bob U is still in discussion with the forester. Waiting for NOI approval. Need DEP approval of the cutting plan. Noted that if roads are damaged, it is the contractor who would pay for repairs, and that would be in the contract. Consultant is behind for various reasons, so cutting will not happen this year. Logging conditions are also poor right now. Bob also pointed out that the membership voted approval for the logging back in 2010. Value of timber is at current rates, and could change. Bob noted that there is one stream in the 90 acre cutting area, and that disseminates into a swamp before going into Otter Pond. Cutting would not hurt Otter Pond. It was suggested that Bob and Loren sit down together to discuss. Frank said that there should be a public hearing on the DEP report, and that Wildwood should be present at it.

13. By-law Review Committee:

Marcia reported that she was joined last night by Bob M, Stan, Sue Moore, Jeff Bowden, and Frank by phone. They reviewed and discussed all changed suggested, and came up with a composite they all agreed with. That will be sent to the Board and the committee, which will then meet again with further comments. In addition, the Nominating Committee will be asked to present their recommendations to the committee. The group is referencing Mass. General Law and Roberts Rules as they work. It was noted that anybody who owns Wildwood property is a member of Wildwood, but that you can then decide to be a WPOA Member or a *WPOA Non-Member*. Board members are welcome at the next committee meeting.

14. Unfinished Business:

a) *Review of the Moratorium on Lot Sales and Lot Donations*

There was a great deal of discussion about the pros and cons of these issues. It was brought up that Tolland will reevaluate property in 2013, and that we are looking at 61B. October 1 is the 61B deadline. Members need to vote in August. The motion was made to rescind the moratorium on the sale of lots but not on donation of lots, and that the Board will develop a policy regarding the restricted sale of parcels. It was seconded and passed. Bob M offered to do a first policy draft. Charlie was asked to go to the Finance Committee regarding past due dues for empty lots. We had been focusing only on lots with houses that were past due.

b) *61B*

Bob U said that a limited amount of land qualifies. There was discussion about keeping it open for recreation or for logging. Large parts of Wildwood have low taxes now. Frank suggested looking at the law and possible allocations. We need to look at our assessment bills and see what we owe, and what we might save in 61B. Use the 90 acre parcel to ask about the three evaluations. Bob U will do that. Bob M will look at all parcels available for this allocation. Audrey asked if we needed a current survey, but Bob U said that assessor maps will work.

c) *Legislative Option*

Stan reported that this option won't work. He is looking into "equitable servitude," which states that, if you are part of a larger entity and that entity provides services that benefit you, then you have to pay. This is not the same as the Franko case, which hinged on reading a copy of the by-laws. Other comments around this issue:

- Attorney has the CC&Rs and the R & Rs, and the By-laws. We need to look at them.
- Stan wants to use Gaines as the attorney for second opinions and deed restrictions.
- Can we apply to Tolland for special zoning? We have sent them a letter saying we would be looking at this and other options. How would we do this in actuality?
- We need to get the community property restrictions back up a.s.a.p.

15. New Business: None

16: Correspondence:

A letter was received asking to donate a lot. We still have a moratorium on that. Unbuildable. Owner is 90, and paid dues until 5 years ago. Neighbors not interested in buying the lot. We have about 20 such lots, but they paid dues and taxes. Need a new rate for these. But we are still under the moratorium and will not accept the lot.

17. Disposition of Open Forum Concerns:

Bob U answered them all in his Forest Committee report.

18. Community Open Forum: None.

At 12:45 the Board took a break. At 12:50 we entered Executive Session, but without Frank. The Board came out of Executive Session at 1:00

Meeting adjourned at 1:00.

Respectfully submitted, Marcia C. Eveland, Secretary

Wildwood Property Owners Association Board Meeting

March 3, 2012

9:30 a.m.

1. Call to Order: Vice President Stan Rosen called the meeting to order at 9:35. Other Board members present: Marcia Eveland, Charlie Higham, Guy Prairie, Teresa Urbinati, Joe Nunes, Rob Guyette and Bob Ueberbacher. Frank Fazi was present by teleconference. Audrey Miller, Operations Manager, was also present. A quorum was established. There were no opening comments.

2. Additions to the Agenda

Stan requested that, under unfinished business' we add "WPOA Policy for Selling Land," .Even though Bob M isn't here today to talk about it, it needs to be on the Agenda.

Charlie requested an Executive Session. Frank reminded the Board that there could be others on the conference call, so that when we go into Executive Session, his call must be terminated, and he will phone in again on a regular line.

3. Community Open Forum

Loren Clark gave the Board a hand-out about forest management, and referenced a meeting of the Forest Management Committee that he had called together, that had met at Bob Maselek's home in Wildwood.

Sue Moore had two comments: (1) WPOA has no right to sell lots due to our history of what the Board has told members. (2) FS-1 on Loren's map means "flag skid." Also, our by-laws say that members of a committee can call a meeting only if the chair has failed to do so, but the Forest Management Committee had met several times in meetings called by the chair.

Marcia asked that we give 30 seconds of silence to think about Bill McKay, who is under Hospice care. Marcia will send a card to Bill on behalf of the Board. Ruth Buchanan spoke up to say that Gert would appreciate calls from people willing to run errands for her. Loren suggested that the Red Trail be renamed for Bill.

Doryce is concerned about the new by-laws. Some by-law wording regarding removal from office was accidentally omitted in a draft last summer, and she wants to be sure that the words were put back in. Marcia said she will double-check on that.

Pat Ueberbacher pointed out that the people at the special Forest Management committee meeting were the same people who held an off-site meeting two years ago.

4. Approval of Minutes

Charlie had some corrections to the February 4th minutes: IN the Treasurer's report, #b: add "dam assessment", "bulk of expenses" and "dam reserves." msp

5. Operations Manager's Report

Audrey had several additions to her written report, as follow:

a, Wes made a hitch for the Deere tractor to pull the chipper. Makes it easier. This was Wes going way beyond his job description.

b. Regarding guest passes, for people who kept last year's Audrey will send stickers showing 2012. Lost passes will be replaced.

c. Regarding the part-time crew, Jake is coming back. He is now 18, which means he can drive the truck. We have a life guard, a local high school senior. After discussion, it was msp that WW reimburse the life guard 50% of the \$300 cost of recertification, at the end of the summer.

d. The Fox Den bathhouse repair is in the 2013 budget. A local contractor said it is salvageable for under \$10,000, versus rebuild of \$23,000. After discussion, it was decided to continue with the plan to replace in 2012.

e. Last year, there was a request to install a 20 foot culvert. Not done yet because the back hoe broke. Will/Wes inspected the job, and now feel that this culvert would make drainage worse. Too long. A smaller culvert may be enough. This is on WW property and is not a necessary driveway. After discussion, it was decided that Audrey should go back to the home owner about this other option. We need a policy on culverts. The draft Audrey has will be sent to Building Review for further work.

10:40 – 10:45: The Board took a break.

No reports from the President, Vice President or Secretary.

6. Treasurer's Report

a. General information: \$1,297 change in cash due to tax withholding will be dispersed next month. New Alliance has free checking – will show petty expenses only when replenishing. A FORECAST contingency line has been added. The truck is paid. Delivery will be some time in March.

b. Charlie talked to the insurance agent regarding the \$35,000 premium, noting the following::

- The life guard must be certified
- They will cost out the higher deductible
- We should add the Chubb employment practices
- Limits are fine
- Regarding the WW web site – no personal information should be posted, and no payments can be made on-line.
- There is no current property coverage for docks/rafts. Covered for liability.
- We need to raise the limits for employee dishonesty coverage.
- There is no personal use of WW vehicles.
- The WPOA must do no work on private septic systems.
- July 1 is our renewal date.

c. Regarding collections, we have a new data base better to estimate what we can collect.

d. We have a CPA to be sure we obey tax guidelines. She can answer IRS questions. The Treasurer reviews Audrey's work, and Audrey does the books.

7. District Representatives Reports

Bob U reported concern about the pond level. Can we shut the valve so it refills? The NOI says a low outflow must be maintained to let critters pass through. When the ice is gone, we can almost close it.

8. Nominating Committee Report

Chair Doryce Seltzer reported on committee's work for the past 18 months: from looking at a democratic process for selecting the Nominating Committee, to by-law changes for electing the Board and for the Conduct of elections. She explained reasoning behind the proposed changes. She went over a committee recommendation for publishing information about the slate in the newsletter. She also discussed possible changes regarding proxies. Marcia has all of this information and will work it into by-law and policy language.

It was recommended and agreed that time will be set aside at the April Board meeting to discuss the by-laws, with that portion of the meeting being open to discussion by all interested WPOA members.

9. Security and Enforcement Committee Report

a. A member In Good Standing Policy was submitted for review. Discussion around procedure. The Board will discuss this again at the April meeting.

b. Changes in the Guest Policy language were presented. msp

c. A form was presented that could be signed by WW property owners who elect NOT to join the WPOA. Discussion about how useful it would be. msp with one nay vote

d. The committee requested some change in the language of the boat policy. Regarding tags from outside, change to "current" or "valid." msp

10. Lake Management Committee Report

Loren said that the committee will meet before the next Board meeting. Marcia reported contacting Juan Rodriguez, who is aware of his role in fish stocking and was planning to contact this committee

11. Forest Management Committee

Bob U pointed out that this is not really the Forest Management Committee. That group already made its report to the Board and was disbanded. The Board presented the committee's recommendations to the membership, and it was approved by majority vote. Bob U is now working on permits. There was a discussion of the schedule of work. Frank confirmed that there is no more formal committee, so that the meeting called by Loren was a meeting of concerned members of the WPOA. It was decided that BobU's reports should go under Unfinished Business as "Cutting Plan."

12. By-Laws Committee Report

Marcia reported that the work of the committee is done. The proposed by-laws, with revisions, will go out to the Board as soon as they are typed up. Marcia thanked the Nominating Committee for all their work, and for the solutions they found to some difficulties. She also thanks committee members Jeffrey Bowden, Susan Moore, Stan Rosen and Bob Maselek. She reported that at last night's meeting, Joe, Diane Massey and Theresa were present, and that Teresa asked some questions that will be in the discussions that will follow. Marcia requests that the Board carefully review the revisions, so that when they are approved she can hold community forums to explain them, as she did last year. She also needs final wording for policies. She will package everything that came from the Nominating Committee, either as by-laws or as policy.

13. 61B

Bob U reported that he, Bob M and Charlie met to discuss the parameters of this issue. Discussion

about what the state wants and what the town will allow. There could be a savings to WW of about \$5,600 annually. They are gathering all the information, to go to the membership in the newsletter prior to the Annual Meeting.

14. New Business None

15. Correspondence

a. Frank had a concern that members were not hearing from the District Representatives. He reminded the Representatives that the new by-laws last year require a minimum of quarterly notices to the districts. But, he said, members can always contact their representatives if they need information.

b. Problems with the WW entrance, with the Lodovico property. Nothing done by the town since WW and Mr. Lodovico met with the selectmen. After discussion, it was determined that Frank will talk to Loui first, as soon as he returns to WW.

c. Discussion about a letter regarding a dog fight at the tennis courts. Four dogs were off leash. One was aggressive toward two others, and then the two owners got into an argument. The writer did not want to press criminal or civil charges, and there is nothing WW can do about it. It was decided that a reminder should go out to the members that all dogs are to be leashed when off private property.

16. Disposition of Community Open Forum Topics

a. Loren's Forest Management concerns are settled.

b. Regarding naming the Red Tail in honor of Bill McKay, Ruth Buchanan was asked to speak to Gert and then let Frank know what she says, so that we can vote by e-mail.

17. Community Open Forum

a. Sue Moore said that there should be no land sales until 2019. This topic will be put on the Unfinished Business agenda for May's Board meeting.

Sue reminded us to follow the by-laws when setting member in good standing policy.

Sue reminded us that the Board has the right to remind all people at WW of the rule that dogs must be leashed. This is not only in our rules, but it is state law.

b. Diane Massey asked that we again publish the leash rule, and suggested that the Representatives also remind their districts of this rule.

1:20 – the Board went into Executive Session

1:35 – the Board came out of Executive Session

The meeting was adjourned at 1:35.

Minutes of Wildwood Board of Directors Meeting

April 14, 2012

9:30 a.m.

WPOA president Frank Fazi called the meeting to order shortly after 9:30 a.m. Attending were vice president Stan Rosen, Treasurer Charlie Higham and district representatives Teresa Urbinati, Joe Nunes, Bob Maselek and Rob Guyette.

Frank started by commending operations manager Audrey Miller and members of the Fish Stocking Committee for a video of this year's fish stocking that has been posted on the WPOA website. It captures the essence of Wildwood beautifully, Frank said.

The board approved a request by Stan to add to the agenda under unfinished business a memo from a WPOA counsel regarding restrictions on common property.

Open Forum -- Loren Clark, speaking about the forest-cutting plan approved by voters at the last membership meeting, said he recently talked with state forester Tom Ryan, who is responsible for reviewing such cutting plans, and Ryan told him the state Department of Conservation and Recreation (DCR) has tabled action on Wildwood's plan. Loren said Tom Ryan made disparaging remarks about Wildwood's cutting plan, calling it "down and dirty" and aimed at a quick profit for the loggers. Loren voiced concerns about clear-cutting, the lack of setbacks along a 2-1/2-mile stretch of the hiking trail from Beetle to Thicket roads and back down to Meadow. He said there should remain setbacks along streams or else dirty water from erosion would flow into the lake. "I object to the cutting plan as it was presented," he said. He said he plans to put together a more rigorous long-term cutting plan to present to the board and membership

Doryce Seltzer, speaking on the same issue, said there were compelling reasons for members to vote for managing the forest through a cutting plan. "It certainly seems to make sense," she said, but we need to make sure we protect our trails and streams, which contribute dramatically to the recreational value of the community. She suggested that before we sign any contract that we mark with yellow tape any trees slated to be cut so community members can look at them, and then do the cutting if clearly will have no adverse impact.

Operations Report: Audrey noted that the new dump truck has arrived. The remaining work in the dam repair project -- a catwalk, access to the gate valve and landscaping and fencing along the head wall -- are scheduled to be completed within the month.

Regarding the drainage project on Meadow Road near Porcupine point, Audrey reported that the sole bid we had last fall -- for \$20,000 -- had expired. She solicited new bids and received three -- for \$34,800, \$35,450 and \$54,120, significantly more than the \$20,000 in budget reserve from last year, primarily because of unforeseen complexities with the work involved. In reviewing the situation with the staff, she recommended we proceed with the road repairs now but not pave until next year. That way we could tap into road-reserve funds from 2013 to help cover the shortfall.

* **Action item:** The board unanimously approved a motion by Teresa to accept the low bid. The work is expected to be done before Memorial Day. The paving in 2013 will be done in tandem with other paving (parts of Owls Next and Slope Road are the top two priorities).

President's Report: Frank noted there has been a lot of discussion about the forest-cutting plan that dominated the open forum. He said he also spoke with Mr. Ryan, the state forester, after hearing various rumors about the plan, which Mr. Ryan himself helped write. It turns out the plan was tabled because of more-pressing weather-related issues facing the state agencies. Frank said Bob

Ueberbacher, chairman of the Forest Management Committee, believed the plan was for long-term forest management. Regardless, because of the level of community concern surrounding the plan, those issues need to be addressed. Frank suggested perhaps the board can arrange for Mr. Ryan and/or the potential logging contractor(s) to attend an upcoming WPOA board meeting so they can answer members' questions during an open forum. Membership would be strongly encouraged to attend to raise any issues with these experts. Teresa said the forest-management plan seemed somehow to morph into a "tree-cutting plan," but the cutting is only one component of the overall plan.

Frank also expressed concern that Wildwood members who approach such officials as Mr. Ryan may be giving the wrong impression that they are representing the WPOA and that the association is no longer interested in the plan, which is not true. The plan has already been approved by membership, Frank noted, although it remained unclear if the DCR has actually received the forest plan application.

Stan expressed concerns that the presentation to membership last fall wasn't as clear as it perhaps should have been, especially in terms of where the tree-cutting would take place. "We need to be clearer on the ramifications" of tree cutting, he said. Charlie asked that WPOA get estimates from the town on potential costs of road repairs from damaged roads to make sure it doesn't exceed the revenue Wildwood would generate from the cutting. Frank said the contractor would be liable for such repairs in the contract wording.

* **Action item:** Frank said he would work with Bob U. to set up an informational membership meeting on the forest-management plan.

Treasurer's Report: Wildwood's financials are fine, Charlie said. Regarding the new dump truck, he said we put \$20,000 down and were prepared to finance \$36,000 over five years at 2.9 percent interest for cumulative interest payments of about \$2,800. However, we had \$32,000 in budgeted reserves available at the end of the year. Instead of letting the remaining \$12,000 sit in a money market account earning less than 1 percent, Charlie recommended we use it to pay down the term of the mortgage from 60 weeks to 40 weeks, saving us \$1,500 in interest to boot. The payment would be made when the loan kicks in in May.

Action item: The board unanimously approved Bob M.'s motion that we use the \$12,000 in the truck reserve budget to make an advance payment on the principal, reducing the loan term by one-third and saving \$1,500.

District Reports: Bob M. noted that the dry conditions this spring have increased fire risks in the region and suggested we might want to alert residents about that. Rob noted that anyone can call the fire department's non-emergency number to find out on any given day if open burning is OK.

Security Enforcement: A proposed policy regarding members in good standing (or not) generated discussion on several points that some members had concerns about. The proposed policy, for example, would make a community member NOT in good standing if he or she did not comply with Wildwood rules and regulations, such as not registering a boat or having a washing machine. Teresa questioned if the board was overstepping its bounds with such threats. "I don't want to be Gestapo-like" in trying to brand someone a member NOT in good standing if they have been keeping up with their dues. "It goes way beyond what I want to see from a governing board," she said. Frank said it was unclear who would decide if someone is no longer in good standing and how the WPOA would follow through and handle any non-dues-related cases.

Joe noted that no one had any issue with the portion of the policy dealing with delinquent dues. That piece clearly spells out how one becomes delinquent (90 days after non-payment) and what the consequences are, including a notice from the operations manager that they will no longer

be in good standing, what the consequences are, and how to rectify that. But the portion of the proposed policy dealing with rules infractions did not have that specificity and clarity.

He suggested that portion be rewritten to say something like: "Criminal activity or behavior that clearly endangers others or threatens Wildwood's environment -- in direct violation of Wildwood regulations -- could also trigger action that might make a WPOA member no longer in good standing. (Then be specific about the notification process, threat of legal or police action, and how one could return again to "good standing").

* **Action item:** The board unanimously voted to send the proposed Member in Good Standing Policy back to the Security and Enforcement Committee for refinement.

* **Action Item:** Frank, noting that Andy Corn has resigned as chairman of that committee, moved to appoint Doryce Seltzer as the new chairwoman, and the board unanimously approved his recommendation.

Other Committees: Frank said Loren Clark has resigned as chairman of the Lakes Committee, and he hopes to have a nominee to recommend to the board next month.

Bylaws Revision Committee: Discussion about proposed bylaws revisions began with a look at the new Nominating Committee elections process, whereby four of the five committee members would be elected by membership (two each year), with the fifth remaining a board liaison appointed by the president. There was discussion about whether it was best to let the committee members themselves select their chair, and ultimately the board agreed that was the best option.

Sue Moore, a bylaws committee member invited to take part in the discussion, questioned whether the revision committee had made sure that all of the proposed revisions conformed with state laws. She said the final recommendations should be vetted by our counsel.

The board went through the proposed revisions page by page, making several mostly minor changes. A key question was to why we were including references to Wildwood policies in the new bylaws. Some members noted that boat-washing, for example, is a policy that they would want to give teeth to by referring to policies overall in the bylaws. Teresa suggested in such cases the policy should be incorporated under rules and regulations, inasmuch as this is the time to do that.

Sue Moore said policies typically define bylaws and the protocols to follow. The guest policy, for example, further describes the protocols alluded to in the rules and regs. Frank suggested changing the contested wording to something like: "as further specified by policy." He also said we need to make clear that policies overall support the WPOA rules and regulations.

* **Action item:** The board, having reviewed the bylaws revisions up to Page 8, unanimously voted to suspend the review and will pick up next time with Article VII on Page 8, regarding committees.

Unfinished Business: There was some discussion about the board's vote last fall to sell a Wildwood-owned property to an Owl's Nest homeowner seeking relief for a failed septic system. The owner had sent us a check to buy the lot. Teresa moved that we follow through on what we had agreed to do. Joe noted there now could be a board liability issue if we did otherwise.

* **Action item:** The board unanimously voted to sign a quit-claim deed and easement papers and go ahead and close on the sale.

Red Trail Dedication: Frank noted that there was discussion at the last meeting about renaming the Red Trail in honor of Bill McKay, who passed away last month. He and wife Gert had led the Trail Committee for many years.

* **Action item:** The board unanimously voted to dedicate the Red Trail in Bill McKay's memory.

Entrance Appearance: As requested by the board in a previous meeting, Frank said he spoke with Louis Lodovico, whose property at the entrance to Wildwood has generated some complaints for its untidy appearance. Frank said Lodovico was pleasant and amenable and said he is taking steps to remove two old cars from his lot.

Attorney Memo (added item): Stan said he had asked counsel to address whether restrictions previously placed on common property were still valid, and the lawyers basically said apparently so, although that is really irrelevant because the board has much latitude in regulating common property (as opposed to private property, which is another issue).

The issue of how those restrictions on common property affected our tax status was moot, Frank said, explaining that the town's slightly higher assessment was a result of Wildwood's selling a piece of common property, thereby invalidating an agreement the WPOA previously had with the town.

Stan noted that the bylaws are silent on whether Wildwood has the right to sell property and that we need a future discussion on our fiduciary duty in that respect.

New Business: Audrey reported that yard waste has been left on Wildwood property off Hartland Road. Apparently a person has been crossing the street to dump leaves and such on our property.

Action item: The board approved a motion by Stan to ask town selectman Eric Munson to talk with the suspected dumper. Audrey said she would follow through.

Frank noted that the Tolland calendar of events lists four softball games at Wildwood, one of which conflicts with the annual tennis social. Frank said the board gave the town approval for one game last year, so the four for this year came as a surprise, although he's not opposed to it.

* **Action item:** Bob M. agreed to remind town officials about the protocols for such events, and the board voted to let the games go forward, subject to resolving the tennis social conflict, and subject to the town's providing the necessary portable facilities.

Correspondence: Audrey has received three requests from property owners to allow heavy trucks to access their land during the period that such vehicles normally are banned. The requests were prompted by pressing needs, such as septic repairs.

* **Action item:** Noting that the mild winter has left the roads in good condition, the board authorized Audrey to permit exceptions to the spring ban on heavy trucks in these three cases.

Executive Session: The board went into executive session at 12:36 p.m. It came out of executive session at 12:40.

Minutes taken by Joe Nunes in Marcia's absence

Board Meeting Minutes May 5, 2012

- Call to order at 9: 10 am.
- Members present: Frank Fazi, Bob Maselek, Charles Higham, Teresa Urbinati, Stan Rosen, Guy Prairie, Rob Guyette, Audrey Miller
- Community Forum:
 - Gert McKay - spoke about Garlic Mustard plants near Owl's Nest and Meadow beach. These are invasive plants and we need volunteers to pull them. Bob M. volunteered to pull some of them around Owl's Nest Road.
- Approval of April 2 Minutes: Approved by all Board members, with 2 changes. 2.5% should be 2.9% in Treasurer report and in the President report it should read "damage to road" not "damage to pavement".
- Operations Manager report: The Meadow Drive drainage project will be done by LaCasse. He needs a silt fence to be approved before he can start.
 - President report: There was nothing special to report this month.
- VP report: Stan discussed several lake and security topics including a memo entitles "deeded lake rights " which he received from a lawyer we hired, which he feels helps our cause concerning prohibiting deeded members from spoiling the pond.. A discussion of taking boats out of Wildwood and washing boats followed. Frank said we should make sure the memo is in Wildwood file in case we need it in the future.
- Teresa commented that Stan's memo is not a Wildwood document and not an authoritative statement and what we need is a strong Wildwood policy statement. The Security Committee should develop that policy. - Teresa suggested that it state that if you violate certain stated boat rules you lose certain rights with respect to boat use. She also suggested that the boat washing requirement be in the By -Laws.
- Treasurer report- discussion of following;
 - Forecasted revenue is \$13K above budget. Actual is \$11K below+.
 - Audrey volunteered to join the Finance Committee. The Board agreed.
 - 2012 dues-we are way ahead in collections this year, due to calling delinquents. This is a good trend.
 - Our collections attorney is using land court rather than District Court to get better results.
 - Discussion of service fees, dues, publications, donations.

- Charles wanted to delete donations from Wildwood and Frank seconded that. Stan said to keep it in budget there was no aye votes on Frank's motion.
- 2013 budget - Charles has first draft ready. He needs guidance from the Board.
- Discussion for accomplishing tasks at Wildwood and how to pay for them. The Finance Committee has the wish list. Audrey stated that priorities are roads, buildings, and equipment. Frank stated that we need to keep promises to our membership.
- District reports- Nothing to report this month.
- Lake Committee - Frank nominated Jan Tkacz as chairman of the Lake Committee and he accepted. Steve Safran will continue to do water testing.
- By-Law revision Committee. Work to be continued.
- Forest plan - This was not approved. Several WPOA members had concerns with the plan, including clear cutting, silt into the Ponds and other related comments. Frank said that he would set up a meeting to discuss the rejected plan this summer. The consensus seems to be to cancel the cutting plan and put all land to MGL chapter 61B status.
- McKay plaque - Agreed to place on rock vs. a tree.
- Trash on Wildwood property. Audrey will handle with the Police.
- Open forum - Discussion of need for Disaster Recovery Plan.
- Adjourn at 12:55 pm.
- Submitted by Bob Maselek

Wildwood Property Owners Association Board Meeting
May 26, 2012
9:00 a.m.

1. Call to Order: President Frank Fazi called the meeting to order at 9:00 a.m. Other Board members present were Stan Rosen, Marcia Eveland, Rob Guyette, Joe Nunes, Bob Maselek and Bob Ueberbacher. Guy Prairie, was present via telecommunication.

2. Order of Business

Frank advised that the Board needed to approve the Nominating Committee. Richard Dziedzic and Anne Stone would stay on the Committee to provide continuity. Joe Nunes will remain as board liaison.

Frank nominated Ann Rego and Judy France as the two new members. A motion was made seconded and passed to accept these two nominees. Joe abstained.

After the vote was taken, Charlie Higham made his presence known on the telephone, but the voting was over.

Frank will contact the new Committee members. Frank requested and was granted voice consent that the Committee nominate its own Chair.

Stan reminded Frank that the Board needs the final slate for the July board meeting.

The meeting was adjourned at 9:05.

Respectfully submitted,

Marcia C. Eveland, Secretary.

Wildwood Property Owners Association Board Meeting

June 2, 2012

9:00 a.m.

1. Call to Order: President Frank Fazi called the meeting to order at 9:00. Other Board members present: Stan Rosen, Marcia Eveland, Charlie Higham, Guy Prairie, Teresa Urbinati, Joe Nunes and Bob Ueberbacher. Audrey Miller, Operations Manager, was also present. A quorum was established. There were no opening comments.

2. Additions to the Agenda: none

3. Community Open Forum:

Steve Strinney – Concerns about the deteriorating condition of Wildwood roads. Frank advised that Audrey has been in contact with a paver, to look at the roads regarding future paving and future ongoing repair and maintenance.

Diane Massey for Community Relations Committee – she called a realtor who has had signage on Wildwood property and along Route 57 and Colebrook River Road. She requested that the realtor request interested parties to make appointments for showings, so that the office can be notified about it, especially with regard to greeters and passes.

4. Approval of Minutes

March 3 minutes – The question was raised as to whether they were approved. They were, but no corrections came to the office. The corrections were made again:

- #13 - \$5,600, not %.; town, not tow
- #12 – Bob Maselek, Teresa,, #10 Rodriguez
- #3, 4th paragraph – accidentally
- Treasurer's report – “regarding”

Bob M. took the May minutes – they are not ready yet.

The minutes of the special Board meeting on September 26 were passed as submitted.

5. Operation Manager's Report

a – Meadow Road repair is in progress. Some changes in cost due to unforeseen problems.

b – France septic work on Owl's Nest is done and the house is listed. The contractor fixed damage to the road from that work.

c – An owner's truck was leaking gas – the gas tank had fallen out. Wes called the fire department, which sprayed foam. The truck was towed away. The fire chief determined that there was no environmental damage. 16 Hill Drive, off the Grove.

d – Trash bags dumped on Wildwood property on Hartland Road have been removed. Police have spoken to the people who dumped it. Some organic debris still there. This has happened before. Now we have a record with the police.

6. President's Report

On the July agenda, the Board needs to vote on various issues that have not yet been finalized:

- Policy for fees and dues collection – we need to flesh out the by-law.
- Policy regarding members in good standing. This is not about defining what makes somebody lose standing. This is about the steps to follow to declare somebody to be not in good standing, and then the steps to follow to give the good standing back again. The policy should address the process.
- 61B and the cutting plan
- By-laws. Marcia will meet with Audrey to get a final draft showing changes made by the Board. She will also set dates for member forums, to take place prior to the next Board meeting, if possible.
- A culvert policy from the Building Review Committee

In addition, Joe will put together an agenda for the District Representatives, so that all district meetings will be sure to cover the same items and issues.

7. Vice President's Report

Stan has concerns about the sale of WPOA lots. That will be taken up later in this meeting.

8. Secretary's Report – no report

10 Treasurer's Report

- Audrey and Charlie met with the insurance agent regarding 2013 coverage. They requested quotations for a higher deductible, and for pollution coverage.
- The May treasurer's report has a different format. Also dues revenue is projected to be \$15,000 under budget. Charlie recommends reducing the 2012 budget by \$15,000 so we balance. \$25,000 in delinquent dues that will be coming in should not in Charlie's opinion, be used to fund the current shortfall. This question will be placed on the July agenda.
- The 2013 budget was discussed. Charlie recommends a 2% reduction to pay all on time, a \$5 service fee for each installment payment. Various points were discussed. Discussion about % increase, expected dues shortfall, building up of reserves and contingency funds.

*10:40 - At this point, there was an interruption, when a property owner tried to address the Board. Frank called a recess. The Board reconvened at 10:55.

- A motion was made to compute the number of households that could be expected to pay their dues, allow for a 4% increase over 2012 dues, and then base the bottom line of the budget for 2013 on that amount. The motion was seconded. The motion passed with 6 for and 2 opposed.

- The budget workshop to be held on July 7 was moved from 1:00 p.m. to 9:00 a.m. The Board meeting that day will start at 10:00 a.m.

11. District Representative Reports

- Bob U. reported being questioned about when the roads will be mowed. Audrey advised that the main loop has been done, and that all mowing should be done by the Fourth of July.
- Joe noticed poison ivy on The Slope. Will yank it out. Also noticed that on the condemned property, the new septic system is going in.
- Bob M., via e-mail, advised the Mickel property is being cleaned up. Also reported concern about road maintenance. He also noted that there was an altercation on Owl's Nest. Frank noted that the incident was a police matter and not the responsibility of Wildwood.

12. Security and Enforcement Committee

- The Committee is working on the policy regarding Members in Good Standing and it will be ready for the July meeting. There was more discussion about policy being about the process.
- Still no clarity about the question regarding a smoke-free environment. Working on it.

13. By-Laws Committee

Marcia noted that she will meet with Audrey and Frank to finalize the draft proposal, and will set meeting dates for community in-put.

14. 61B

Charlie will send information on parcels and lots that qualify, and information about possible tax savings. A question was raised about the cutting plan in relation to 61B. Frank will arrange to have the forester meet with the Board.

15. Sale of WPOA Property

Because this has been an on-going Board discussion, with Boards resolving it in various ways temporarily, Stan moved that the Board create a by-law regarding the sale of WPOA property. Seconded. There was discussion about community property vs. individual lots, the difference between adjoining lots and lots across the road, restrictions on building and selling, and the effect on dues income. After discussion, the motion was withdrawn. A new motion was made to create a by-law that determines how WPOA sells WPOA property. There was no second.

At this point, a motion was made to suspend the Agenda and allow the Community Open Forum at this place in the meeting, to accommodate people who needed to leave.

16. Community Open Forum

Allen Liberman pointed out that we keep repeating history regarding sale of WPOA property Suggests the Board try to make lots buildable, or consider lumbering and solar leasing as new income. Regarding the Budget, he supports Charlie's recommendations. He was referred to the 1:00 Budget

Workshop for more information. He also asked if the names of members with delinquent dues could be posted. That was not answered.

17. Annual Meeting

Frank requested Board in-put for the topics to go on the Agenda. Budget, By-Laws, Elections. Need to maintain a quorum.

18. Correspondence – none

19. Disposition of Open Forum Topics

Steve's concerns were addressed during the meeting. Al was referred to the Workshop. Property sales were handled. Al's question about names of delinquent dues members will be on a later agenda.

Audrey was asked to notify the community of the change in meeting times on July 7.

The meeting was adjourned at 12:23.

Respectfully submitted,

Marcia C. Eveland

Secretary

Wildwood Property Owners Association Board Meeting

July 7, 2012

10:00 a.m.

1. Call to Order President Frank Fazi called the meeting to order at 10:05. Other Board members present were: Stan Rosen, Marcia Eveland, Charlie Higham, Teresa Urbinati, Rob Guyette, Guy Prairie, Joe Nunes and Bob Ueberbacher. A quorum was established. There were no opening comments.

2. Additions to the Agenda none

3. Community Open Forum

- Diane Massey – For the Family fun Weekend, the Fletcher and Rosen families have done most of the work so far. Volunteers are needed for Saturday kids' activities. Diane thanked Ann Fazi for work on the garden, and the binders for organizing a community road clean-up.
- Ruth Buchanan – the new tennis shelter is up, and the committee and players are happy with it. There is still a homeowner at Otter Pond infringing on WPOA property. What is the status of the dry hydrant at Otter Pond?

4. Approval of Minutes

- May 2012 – In the 7th paragraph, beginning "Teresa", the word "possible" should be deleted from the last sentence. Under "Forest Plan", change "Board" to "WPOA." IN the last sentence of that paragraph, it should read "cutting plan." msp as corrected.
- June 2012 – In the Operation Manager's Report, correct the last name from Franz to France. Under #10, third paragraph, insert "budget" after 2013. Under District Reports for Bob M. via e-mail, omit references to proper names. Under #16, correct the spelling of Allen Liberman. msp as corrected.

5. Operation Manager's Report

Audrey was not present, but sent a written report and a supplemental report. A contractor came into Wildwood with a large truck. He removed the Road Closed sign and proceeded on Meadow at the site of the Porcupine construction. The buried culvert was not yet sufficiently stable to bear the weight of heavy equipment, and so was dislodged. The driver of the truck when asked, admitted, what had happened. The additional cost to repair this was \$800. A motion was made and seconded to send an itemized bill to the truck driver. The motion passed.

6. President's Report

Frank remarked that at the June meeting he had asked each board member who had responsibility for a project to bring it to a close by this meeting. It all got done. Frank thanked the BOD members.

7. Vice President no report

8. Secretary no report

9. Treasurer's Report

- a) Charlie met with the insurance agent. D&O stays the same. Umbrella decreased \$500. Commercial package decreased \$4,066. The rating method changed from lots to houses. Looking for a quotation on pollution coverage.
- b) June report – no changes. There may be reductions in expenses that will reduce the shortfall.
- c) Charlie submitted the 2013 budget with a 4% increase in dues. The motion passed.
- d) Charlie has requests for special votes at the Annual Meeting:

- We have budgeted for a backhoe out of reserves in 2013. Charlie wants a vote to give him permission to buy it in 2012 should a good deal show up in November or December.
- We may end up with \$35,000 in contingent reserves. Charlie believes we need only \$20,000. would like a vote for permission to use reserves over \$20,000 to increase other reserves OR to pay down the loan with now have on the truck.
- These will be considered when we work on the agenda for the Annual Meeting.

10. District Representative Reports

- Frank reported that Bob Maselek has resigned. Frank thanked Bob for all his hard work for the Board and wildwood. District One is now open.
- For district Two, Teresa reported that one property along Lakeside Drive has a drainage ditch filled with leaves. Needs to be cleaned out. Frank will tell Audrey. A member reported that the truck was seen over at the back entrance. Why was it just sitting there? Marcia reported that the sightings of the bear were worrying enough that the truck was there for the greeter's protection. Marcia reported a complaint about a boom box on fox Den Beach. Frank reminded us that if members don't feel comfortable asking people to stop doing something annoying, they should call the police and report a breach of the peace.
- Rob reported that District Three has its meeting tomorrow, in combination with district 6.
- Guy reported that boats are going through the swimming area at lakeside Beach. Also, there are large rocks in the water hidden below the water line; a member broke a toe on one. Can they be removed?
- Joe had no report for District Five.
- Bob reported that he has the combined meeting tomorrow.

11. Nominating Committee

Chair Judy France thanked fellow members Anne Stone, Ann Rego, Joe Nunes and Dick Dziedzic. They tried, but were unable to come up with two names for each position. The slate is:

- President Susan Moore
- Secretary Marcia Eveland (incumbent)

- District 3 Rob Guyette (incumbent)

- District 6 Mariana Cana

A motion was made and seconded to accept the slate as presented. The motion passed with Marcia and Rob recusing themselves.

A motion was made and seconded to ask the Nominating Committee to find a replacement for Bob Maselek for one year. After some discussion, the motion passed.

12. Unfinished Business

a) Frank presented the policy on dues in arrears and collections. There was some discussion and some corrections. A motion was made and seconded to accept the policy. It passed. Frank will make the changes and give a copy to Audrey.

b) Stan presented the members in Good Standing Policy. After a general discussion, it was referred to Stan and to Marcia to come up with a final version.

c) Chapter 61 and Cutting Plan – State forester Tom Ryan met with members on July 6. Frank summarized. Grants may be available. The town attorney reviewed the parcels marked by Charlie. OK if not developed. Questions about costs for liens on deeds – per parcel or for a total. Tom Ryan believes full forest management may be better for taxes than 61B. It was moved and seconded to put the Chapter 61 options on the Agenda for the Annual Meeting. Motion passed.

d) Culvert Policy – Policy wording was received separately from building Review, the Staff and Property Management. Discussion combined the three. It was moved and seconded to accept the final draft. Motion passed. Frank will make up the final policy.

e) District Meeting Agenda – Joe presented his draft agenda. After discussion it was decided not to discuss payment options for dues. MSP to accept the agenda as edited.

f) Marcia advised that she needs to make one more correction to the by-laws, Article X, which has a redundancy. That was approved by consensus.

13. New Business

- Agenda for the annual Meeting

- o Frank went over changes for this year.

- § After establishing a quorum, the WPOA meeting begins, and the by-laws revisions are first.

- § Then the Treasurer's Report.

- § Then the WPOA meeting is adjourned until a later point in the meeting.

- § Then comes the proprietors roads * ponds meeting.

§ After that is adjourned, we go back to the WPOA meeting. That will entail:

- approving minutes
- accepting written reports in lieu of oral ones but allowing for questions.
- the budget.
- Chapter 61 & Forest Management Plan
- Charlie's two items giving him flexibility: allowing advance purchase of the truck if there is a sale, and allowing reallocation of reserves over \$20,000.
- Nominations & Elections

o Correspondence

§ We received an e-mail requesting the spraying of poison ivy. Marcia will respond about why we are not spraying, and request suggestions.

§ We received an e-mail about a person not cleaning up after their dog. Marcia noted that there was an issue about dogs on the beach. Members need to be reminded.

§ We received a request from Karl Ellison to be paid for his work on our web site. Payment could come from the office expense line. He spends 2-4 hours/month on this. A motion was made and seconded to pay this fee. There were 6 nays, 1 yes, and 1 abstention. Motion did not pass. Frank will contact Karl, as see what it would require to take it over.

§ We received notice that a boat is needed for water testing on Otter Pond. Mrs. Marks has offered her boat. The information will be relayed.

14. Disposition of Open Forum items.

- Marcia will help Diane with the children.
- Wes is in conversation with Tolland about the dry hydrant. The work should be done in the fall.
- Regarding the Otter Pond incursion, Ruth was asked to get the name of the party.

15. Community Open Forum

- Susan asked if Members in Good Standing who are not paying all dues can be guests of other Members who are in good Standing, on WPOA property. The consensus was that it isn't right but it would be difficult to enforce.
- Ruth will look into the Otter Pond issue.

The meeting was adjourned at 1:10.

Respectfully submitted, Marcia c. Eveland, Secretary

Wildwood Property Owners Association Board Meeting
August 4, 2012
9:00 a.m.

1. Call to Order President Frank Fazi called the meeting to order at 9:00... Other Board members present were: Marcia Eveland, Charlie Higham, Teresa Urbinati, Rob Guyette, Guy Prairie and Bob Ueberbacher. A quorum was established. There were no opening comments. Andy Corn was present by telecommunication.

2. Additions to the Agenda

Frank pointed out that we need to add "Additions to the Agenda" to the Agenda. Also:

- Building Review Committee – changes to the application
- New Business –
 - o Water management project at Lakeside Drive
 - o Outstanding fees for vacant lots
- Correspondence –
 - o Request by Tolland for water rescue drill on Otter Pond
 - o Otter Pond encroachment on common property

Additions approved by consensus.

3. Community Open Forum

Ruth Buchanan – gave a hand-out of survey of encroachments on common property on Otter Pond, showing lots and the problem. Ruth pointed out that these lots did not pay for water front, and are not taxed for waterfront, so they are squatters. Ruth was advised this is on our agenda.

4. Approval of July Minutes

In the Treasurer's Report, DNO is D & O. The \$35,000 is a CONTINGENT reserve. It is \$20,000, not \$30,000. Motion made to accept as corrected. Seconded and passed.

5. Operation Manager's Report

Audrey gave a list of numbers of who was stopped at the front and back gates. Very few at the back. Also, Will randomly checks parking lots. This issue will need to be revisited in the Fall, to prepare for next year.

6. President's Report

Frank thanks the Board for its ideas, support and criticism over the two years of his administration. For District 1, the Nominating Committee named Andy Corn. Frank nominated Andy to finish this month of the year, and then be nominated to finish the one year left to the district 1 term. This nomination was seconded, and passed. Andy was welcomed.

7. Secretary's Report

Marcia reported that she is creating a to-do list for the next Administration.

8. Treasurer's Report

Charlie wants to know what to tell members IF there is a balance left over from the dam assessment. Of the \$739 lake assessment, \$524 was for the dam repair. There was discussion over the better of two approaches: to create a lake reserve, or to give a pro-rated refund to everyone who had paid this assessment s of 12/31/12. A motion was made:

If there is a balance remaining for the monies for the dam repair, these funds will be refunded on a prorated basis to all WPOA members who had paid this assessment by 12/31/12. It will appear as a credit to their 2014 dues.

The motion was seconded. The question was raised about why we had to wait until 2014. Charlie responded that we can't know what we have until after the 2012 books are closed. The motion passed.

9. District Representatives Reports

All Districts submitted written reports about their District meetings.

- Ø District 1 & 2 – Teresa hosted a joint meeting. Four people attended. Biggest concern is all the boats on Fox Den Beach. Teresa requested that we ask that all boats be removed in the Fall, and that in the Spring we limit the number of boats one family can have on the beach.
- Ø Districts 3 & 6 – These Districts had a joint meeting. Bob pointed out that a boat inventory has been done. Given to Property Management. Property Management will be asked to give this information to Audrey so that Will and Wes can pull 2010 boats.
- Ø Districts 4 & 5 – Guy said that the biggest concerns seemed to be sand on the roads, and no steps on the very steep ROW to Lakeside Beach.
- Ø There was a question about what happened to the new kayak racks. Audrey reported that only Fox Den had one, and that people complained that the rack was too high for most users.

10. Building Review Committee

Chair Fred Sammel came in with two items of business:

- Under Rules & Regulations, current dimensions for docks do not match standard building material sizes. The committee recommends changing the maximum size to reflect current standards. Docks of other sizes may be grandfathered in until such time as they are rebuilt. This request was referred to Security.

Fred presented a revised application for the review process. A line was added giving the WPOA the right to inspect the work. A motion was made to include this line. It was seconded. After some discussion, the motion passed.

11. Members in Good Standing

Marcia reported that she and Stan had worked out a simpler policy, but that Stan had the working copy.

12. 61B and Cutting Plan

Frank met with town officials. Town attorney wanted a revenue answer. Filing fee is per deed, not per grouping. Cutting plan is OK for 61B. Frank recommends doing the cutting plan, resubmitting the plan with corrections to Tom Ryan. Regarding fees, we could have our attorney group connecting parcels into one deed, to save on fees. Frank and Bob volunteered to be on a committee about the cutting plan. Regarding 61B, this needs to be voted on by the members.

There was discussion about the Forest Management Ad Hoc Committee. Should the BOD have such a committee again, to show that we are still working on Forest Management? Was the cutting plan just the first part of Forest Management?

At 10:20, Frank called a 10 minute recess. The Board reconvened at 10:30.

Teresa requested that we put this question of an ad hoc committee onto the next Administration agenda.

13. Water Management at Lakeside Drive

Driveway work had begun before we created the new culvert policy. The Staff let the owner know, and she agreed to work within the new policy, which would mean putting in a culvert per the WPOA staff. The contractor found a ledge, to the culvert could not be put in. Finally the WPOA agreed to go with the owner's original plan. The owner paid \$600 for the changes that we had requested, that could not be done. She wants reimbursement. Discussion around the policy, staff knowledge of culvert work. Motion to reimburse the owner the full \$600. Seconded and passed. This situation will be referred back to Building Review to see if the policy needs reworking.

14. Outstanding Fees and Dues for Vacant (Unbuilt) Lots

Rob presented a list of properties that do not have houses but which have huge amount of past-due dues. They own the lot, and most likely pay town taxes. But not dues. The total past due is \$3,139,000. Rob requests a future discussion about collecting this money in some way. Maybe develop a policy. Are there statute of limitations issues? Can we sell the list to a collection agency? Put a lien on the property? Frank made a motion to create an ad hoc committee to look into this issue. Seconded. Rob will chair. Come back to the BOD with recommendations. The motion passes. Charlie said he would like to be on the committee.

15. Correspondence

E-mail regarding WPOA responsibility for private property if there is a forest fire. Frank talked to our insurance agent, who said that, unless Wildwood did something egregious, we would not be liable for a forest fire. Members should have their own insurance. Marcia will send a response.

- We received a copy of a member's letter to Tom Ryan. Information purposes only.
- We received a letter from the contractor whose truck damaged the culvert being laid at Porcupine and Meadow. He now denies responsibility. After discussion, it was agreed that he needs to pay, and if he does not we will remove his name from our list of vendors. Marcia will write the letter.
- Frank had a call from the Tolland Fire Department asking to do a water rescue drill on Cranberry Pond, using their own motor boat. Frank told them he had to ask the Board since we have a policy against gas motors except ours. After discussion, a motion was made to approve the request as long as the town follows our boat and motor washing procedures. It was seconded and passed. Frank will call them.
 - o Bob reminded the Board that we have, in the past, given \$250 in a donation to the Tolland Fire Department. A motion was made to make such a donation. It was seconded and passed.
- We received a list of properties encroaching on the Otter Pond buffer zone. Frank wants letters sent to all but the first one. Wants us to move all personal property off the area, and request that owners replace vegetation that was removed, or the WPOA will do so. Owners will be billed for our expenses. Motion made to send this letter. Seconded and passed. Marcia will draft the letter. The deadline is Labor Day.

16. Disposition of Open Forum Items – N/A

17. Community Open Forum

Susan Moore reminded us that we should check deeds, because some Cranberry Pond properties extend out into the water. This is because the developer issued deeds before knowing exactly where the water line would end up. Deeds and plans don't agree.

11:50: Adjourn to Executive Committee.

Andy Corn signed off at this point for telecommunications.

12:00 Come out of Executive Committee.

12:00 Meeting Adjourned.

Respectfully submitted,

Marcia C. Eveland, Secretary

Wildwood Property Owners Association Board Meeting
September 8, 2012
9:00 a.m.

1. Call to Order President Susan Moore called the meeting to order at 9:05.

2. Establish that a Quorum is Present

Other Board members present were: Stan Rosen, Marcia Eveland, Charlie Higham, Andy Corn, Rob Guyette, Guy Prairie, Joe Nunes and Mariana Cana. A quorum was established. Operations Officer Audrey Miller was also present.

3. Opening Comments

Sue gave the board members a handout of her comments and went over them with us. Topics included:

- Using Roberts Rules of Order
- Ways to shorten our meetings
- Committees and relationship to the Board.
- Responsibilities of the Representatives
- Extra duties of the Board.

4. Additions to the Agenda

Sue added Calendar to New Business and also asked that any committees inadvertently missed in the Agenda be added in if necessary.

5. Community Open Forum – none

6. Approval of Minutes of the August 4, 2012 Minutes

The following corrections were made:

- Date should be August 4, not 5
- #15, page 4 – Cranberry, not Otter
- Operations Manager's Report has a typo
- #9 has a spelling error
- In #10 remove "and"
- In #12 remove three words in second paragraph

A motion was made to accept the minutes as corrected. It was seconded. The motion passed.

7. Officer Reports

PRESIDENT – Sue has a conflict of interest as an assessor with Tolland, including issues about Chapter 61. She will leave the room – for Board AND assessor meetings – specifically when assessor business with Wildwood property owners' land, vehicles, buildings or personal property are being discussed.

VICE PRESIDENT – Stan raised his concern about Tolland having their boat and motor on Cranberry Pond, because we have no way to wash their motor. This year, they ended up using Otis Reservoir. If they request from us again next year, we will reassess the question.

SECRETARY – Marcia handed out a *Yankee Magazine* article on noxious plants. She passed out new notebook pages with all the basic information needed by board members. She handed out *Rules of Conflict* and *Conflict of Interest* forms to be signed and returned to her. She outlined the ways in which she will take over some of Audrey's duties, including sending out notices of meetings as well as the Agenda and the Minutes. She requested that, as much as possible, board members print their own copies.

TREASURER – Charlie touched on the following items:

- He requested a quotation from our insurance agent for pollution control especially regarding invasives. What he received was about pollutants like gasoline. He has sent it back, but isn't sure we will get what we need.
- He reported on dues collections and the number of people behind or with the attorney. He feels that collection letters and e-mails should go out over Wildwood's name, rather than Audrey's. By consensus, the board agreed.
- He forecast a shortfall on 2012 dues at the end of the year, but a savings on expenses should cover most of that.

8. District Representative Reports

1. Andy will be checking in with his people
2. Teresa was absent
3. Rob asked about bringing back to the table an item that had already been voted upon. Sue stated that it was OK as long as there was new information to be presented. If an absent board member disagrees with a decision made in his or her absence, that is not a reason to reopen in issue.
4. Guy had no report except that the district meeting with District 5 went well.
5. Joe agreed with Guy
6. Mariana was welcomed to the board. She asked if District Representatives ask members about dues and was resoundingly told NO.

9. Operations Manager's Report

Audrey will no longer submit a written report. Her work logs are available for review. She highlighted some topics:

- For the dam repair, Tolland requirements are done. State filing is almost done.
- Meadow Drive repair engineer has signed off, but Conservation can't sign off until the road is paved. For financial reasons, the paving won't be done until next year. The Larsens have paid their part of the costs.
- Letters went out regarding Otter Pond encroachments. Two responses of denial. After discussion, Marcia agreed to go over with Will and Wes to take pictures and figure out which areas belong to which members.
- Audrey asked what do to about outdated boat stickers. After lengthy discussion including a reminder that the board voted on this in the Spring, A motion was made to pull all boats with stickers for 2010 and earlier, with the owners being responsible to put stickers on and get them back to their racks again. The motion was seconded and passed.
- Island removal is ongoing
- Road edges are being cleared and fall maintenance is going on. The staff is also clearing, reclaiming and opening up Blueberry Meadow.

10. Standing Committees – no reports

11. Ad Hoc Committees

- Chapter 61 – Charlie and Frank Fazi will be meeting. The deadline is October 1. Will report back to Stan a.s.a.p. if there is a problem.
- Forest Management – no report

At 10:35 Sue called for a break. The meeting reconvened at 10:40.

12. Appointment of Clerk

Sue reported that Mass. General Law for Chapter 180 under which we are organized requires a corporate clerk who lives in Massachusetts. Sue made the motion to appoint Audrey. The motion was seconded and passed.

13. 2013 Calendar

We currently meet on the first Saturday of the month, and can adjust as needed. There was discussion about changing to the second Saturday, and changing the time. Marcia volunteered to look at the holiday problems for both the first and second Saturdays in 2013. She will send out the information and this will be discussed at the October meeting.

14. Building Review Policy

Sue passed out the WW Building Review application for new construction. She asked the board to refer to the Warmolts deed restrictions, pointing out that these have run out. Can WW restrict homeowners on their own property? We will look at this again in October.

15. Committees

Sue, as the new president, reported on the committees, including chairs, board liaisons and committee charges, as follows:

STANDING COMMITTEES

Building Review Committee [standing]

- . Chair – Fred Sammel
- . Board – Rob Guyette
 - o Charge: Addition to the R&Rs regarding dock and raft size; to be then sent to Security Committee by no later than March 28 2013 for inclusion in re-worked R&R
 - o Review and re-write member application for work to be done on member property and docks/rafts. Remove all reference to approval of building plans, tree removal etc., due by September 28, 2012
 - o Rework on culvert policy and include in application, due by September 28, 2012
 - o Committee will notify the Operations Manager and Property Management of all applications and approvals, with detail.

Executive Operations Committee [standing]

- . Chair – Susan Moore, President
- . Charlie Higham, Treasurer

Property Management

- . Chair - Dan Rego

Finance Committee [standing]

- . Chair – Charlie Higham, Treasurer
- . Board – Susan Moore
 - o Chapter 61B application by October 1, 2012 to Tolland Assessors

Nominating Committee [standing]

- . Judy France [chair elected by committee members]

- Joe Nunes

Personnel Committee [standing]

- Chair – Nancy Fiedler
- Board – Susan Moore

Property Management Committee [standing]

- Chair – Dan Rego
- Board – Susan Moore

Ponds Preservation [standing]

- Chair – Jan Tkazc
- Board –

Security Management Committee [standing]

- Chair – Doryce Seltzer
- Board – Stan Rosen

- o R&Rs due for final Board review no later than April 26, 2013

- § Review for incorporation, the recommendations from Brian McGorry and Jan Tkazc

- § Remove redundancy

- Ø Any item that replicates Tolland, Massachusetts and/or Federal By-laws, Zoning Regulations, Building Requirements, Conservation Regulations and Health Code and other laws; referencing them in document.

- § Review WPOA Policy for redundancy and note for reference

- o Member in Good Standing Policy
- o Policy regarding dogs on common property – note should be a rule
- o Policy on smoking on beaches, picnic groves and other common property

Community Relations

- Chair – Diane Massey

Emergency Committee

- Co-chair – Jean Armitage, Tom Buchter

Fish Stocking Committee

- Chair – Juan Rodriquez

Hiking Trails

- Co-chair – Ed and Libby Zakowicz

Newsletter

- Joan Maxson, Editor

- Audrey Miller, Layout

Tennis Committee

- Co-chair – Gerry & Cheryl Devokaitis

Web Site

- Frank Fazi

SPECIAL COMMITTEES OF THE BOARD

Ad Hoc Forest Management Committee to become standing committee with by-law change 2013

- Chair –Bob Ueberbacher with Frank Fazi

- Board – Teresa [if she agrees to serve in this capacity]

- o Cutting plan implementation

- o Forest Management Plan for long term, due as soon as possible

- o Apply for any grant money that may be available to cover expenses and management

- Membership open

Ad Hoc By-laws Review Committee

- Chair – Marcia Eveland

- o Forest Management as a Standing Committee

- o Sale of common and other owned properties

- o Add specific information [subdivision map] for determining parcel for billing

- o Must hold two hearings

- o Due for Board review by April 26, 2013

Ad Hoc on Outstanding Fees/Dues for Unbuilt lots

- Chair – Rob Guyette

- o Review status of unimproved lots with regard to outstanding dues and fees
- o Make recommendations to BOD regarding possible ways to either get these owners to pay or turn them over to a possible Land Trust or to the WPOA
- o How do we make sure that abutters are aware of lot being available?
- o If lots are not taken back, but sold with us as intermediary policy on outstanding dues
- o Requires hearings
- o Due for Board review by April 26, 2013 or sooner if possible

Ad Hoc Committee on Taking Back/Selling Lots

- Chair – Rob Guyette

- o Under what circumstances will we take back?
- o How do we make sure that abutters are aware of lot being available?
- o If lots are not taken back, but sold with us as intermediary policy on outstanding dues
- o Under what special circumstances will we sell?
- o How do we determine fair market value?
- o Do we form a separate corporation?
- o Requires hearings
- o Due for Board review by April 26, 2013 or sooner if possible

Ad Hoc Committee for Deed Restrictions on Common Property

- Chair – Mariana Cana

- o Develop a new set of restrictions to be put on the Common Property, using the original restrictions as a reference
 - § To include a restriction on sale of WPOA owned properties
 - § Reference Chapter land language
- o Requires hearings

- o Due for Board review by April 26, 2013 or sooner

Ad Hoc Committee for Boats on Beaches

Chair – Guy Prairie

- o Too late to inform members now – prepare policy for the newsletter just prior to the 2013 Spring Meeting – plan to pull ALL boats without 2013 stickers immediately following July 4 holiday
- o Create fee charged for remove boats, and for request to put newly stickered boats back
- o Check with insurance agent re: liability for damage to boats hauled away
- o Check with attorney regarding possibility of lawsuits
- o Due for Board review by March 29, 2013
- o Remove all boats from beach/racks at the end of season 2013 - policy

Sue made a motion that the board approve the ad hoc committees as listed. The motion was seconded, and passed.

16. Correspondence – none

17. Disposition of Open Forum Items – none

18. Open Forum

Frank Fazi asked Marcia to go back to Roberts Rules and to our by-laws regarding the issue of standing committees in relation to the board. Frank believes that these committees report to the board and not to the membership. Frank thinks our committees can only advise. Marcia agreed to report back at the next meeting.

Dan Rego commented that in the past WW has pulled boats without current stickers, and even sold them. So the rules should be enforced. Regarding dogs on beaches, beaches can be defined as “sand.” We need to define “beach” clearly.

The meeting was adjourned at 11:55.

Respectfully submitted,

Marcia C Eveland, Secretary

Wildwood Property Owners Association Board Meeting
October 6, 2012
9:00 a.m.

1. Call to Order President Susan Moore called the meeting to order at 9:05.

2. Establish that a Quorum is Present

Other Board members present were: Stan Rosen, Marcia Eveland, Charlie Higham, Andy Corn, Guy Prairie, Joe Nunes and Mariana Cana. A quorum was established. Operations Manager Audrey Miller was also present.

3. Opening Comments

Sue requested that the District Representatives contact their constituents after Board meetings to let them know what's going on. At a minimum, please do so quarterly.

4. Additions to Agenda – None.

5. Community Open Forum

- Ann Fazi requested and received permission to post some photographs on the Wildwood web site.
- Ann also presented a letter to the Board explaining her concern regarding the possibility of a unisex bath house at Fox Den Beach.

6. Officer Reports

PRESIDENT - Sue reported that she reviewed two years of Board meeting minutes to find any unfinished business. She then reviewed them with Audrey and Marcia. The items were either handled by one of them or put on the Agenda as pending business.

VICE PRESIDENT – no report.

SECRETARY – Marcia asked for the remaining *Conflict of Interest* and *Rules of Conduct* forms. Two members handed them in. Marcia advised that committee chairs would be asked to sign the *Conflict of Interest* form, and requested that Board liaisons check that with their chairs. She also reported on the problems with one resident on Owl's Nest. The Board felt that there was nothing more she needed to do.

7. Approval of the September 8, 2012 Minutes

There was a misspelling on page 2, the fourth line of the Secretary's report. A motion was made and seconded to accept the Minutes as corrected. The motion passed.

8. Treasurer's Report

Charlie referred the Board to his written report and noted that everything was in order. A motion was made and seconded to accept the Treasurer's report. The motion passed.

9. District Representative Reports

There were no concerns, but Joe asked if people with outdated boat stickers had been notified of the pull date. Audrey confirmed that she had called them.

10. Operations Manager's Report

Audrey referred us to her written report. Joe asked about the status of the dry hydrant; the staff will be meeting with Tolland's new fire chief about when/where/how for this year. Guy asked if Colebrook River Road would be repaved; Audrey said that the only road repair she knew about was Beetle Road, and that keeps on being delayed. Sue noted that Tolland received a complaint about speeding by members on Hartland Road. Audrey was asked about Blueberry Meadow; that is being cut and pruned as there is time. It was neglected for years. A motion was made and seconded to accept Audrey's report. The motion passed.

11. Committee Reports

* Sue reported for the Building Review Committee: they have met, but have not submitted a written report.

* Sue reported for the Emergency Committee – they were able to test how their procedures work when a tree came down on wires off the Slope, causing a house fire. The committee was able to arrange for the club house to be open for the family to stay.

* Sue reported for Property Management – they have reviewed the items given to them from the Board. They will look at the cost of getting a generator for the club house. The Board agreed by consensus that the committee should get these quotations.

* Sue reported on Forest Management. They will follow through with the cutting plan and will investigate a forest management plan. She has received their written report but hasn't had an opportunity to read it.

* Charlie reported on the "No-House" delinquencies. The attorney believes that since there are no homes on the land, owners will just sit back and say "Take it back." After discussion regarding what Tolland might do regarding back taxes, and the possibility of using a collection agency, **the discussion was tabled until the next meeting.**

12. Old Business

* Calendar – Marcia suggested sticking with the first Saturday of the month, since that misses the secular long weekends except July 4th, and misses the religious holidays as well. Charlie wants more time to do the Treasurer's Report. Can it be late? Could we go the second Saturday for July? There is a history of skipping February. **It was moved, seconded and passed to have Charlie work up a calendar for the next meeting.**

* Deed Restrictions on Private Lots – Sue reported that only signers of the CE&R still have deed restrictions. The application for the Building Review Committee is inaccurate because of this. State and local law do not allow us to prohibit what owners do on private property. The Security Committee doesn't want to remove the restrictions from the *Rules and Regulations*. Sue moved that the Board acknowledge that the WPOA has no legal right to enforce restrictions on private property except those that are self-imposed by the CE&Rs. The motion was seconded. After more discussion, the vote was called. 3 yes. 5 no. The motion failed to pass.

10:30 At this point, the Board took a ten minute recess. When the Board reconvened, there was a change in the Agenda, to accommodate Doryce Seltzer, who had to leave soon.

13. Report of the Security Committee

* Regarding the *Rules and Regulations*, the Committee is studying them, and also studying related laws. They are also reviewing all past work on this issue

* *Guest Policy* – done.

* *Member in Good Standing Policy* – The Security Committee wants a clearer understanding of what the Board wants. Marcia explained that past president Frank Fazi had charged Marcia and Stan to work on a draft together. Marcia outlined what Frank wanted. Marcia will e-mail her draft to Doryce so that Doryce can use it as a starting point.

* *Parking Policy* - /Doryce presented the committee's draft. There was discussion about Tolland's ability to deal with out-of-state licenses. **Sue will check with Tolland on that.** A motion was made to accept the policy as corrected regarding staff involvement. The motion was seconded. The vote was 2 no and 6 yes. The motion passed.

* Greeter Report – Doryce presented the statistics on cars turned away, etc. There was discussion about the full cost of the program, including payroll taxes. **Doryce will make the corrections, and then it will be posted on the web site.**

We returned to the Agenda.

Old Business (continued)

* Review of Otter Pond lots – Marcia reported that she and Will had taken a canoe on Otter Pond to take pictures of the encroachments onto the common property. She reviewed the six properties. During discussion some points were raised: these people pay their dues and are otherwise good members, so we need to be respectful; but cutting trees within 100 feet of the water breaks conservation laws and puts Wildwood in jeopardy with the town. **Marcia will send new letters to the six owners, including the photographs and also a map indicating their property and the common property.** Wildwood will remove any boats etc. from the common property as of 11/1/12 and will replant with native materials. Susan thanked Ruth Buchanan for her assistance in this matter.

At 11:45, Andy excused himself from the meeting.

14. New Business

* Road Work Policy – Sue presented a draft of this policy. After some discussion, it was moved and seconded that the policy be accepted, with the removal of “act of god storm.” The motion passed.

* Office Equipment and Services – Sue noted that Audrey often works from home on her own older computer. She also noted that, if there is a situation where an emergency prevents Audrey from getting to the office, we need a back-up for her. So Sue has asked Property Management to price lap top computers. She also will have Audrey purchase an inexpensive cordless phone so that she can be in a meeting in the lounge and be able to see who is calling and answer if she needs to,

without running back and forth. We will keep the hard-wired phone, which is needed in a power outage.

15. Correspondence

Audrey gave copies of the Loomis Trucking reply to Marcia's letter. We will have no response to it.

16. Disposition of Open Forum Items

* Ann's letter about the Fox Den bath house will be referred to Property Management. **They are asked to come up with the costs for repairing vs. rebuilding, and one vs. two stalls. The information is needed for our January meeting. At the January meeting, we will also consider the questionnaire that was sent out several years ago.**

* Frank Fazi asked in September for clarification of the statement that the Board could not tell a committee what to do. Marcia reported on the portion of *Robert's Rules of Order* that apply, and said that our by-laws are unclear on the issue. This question will be referred to the By-Laws Committee.

17. Open Forum

Ruth Buchanan thanked the Board for pursuing the Otter Pond encroachment issue.

Sue added that the newsletter will go from three times per year to four times per year, and that she and Audrey are working on one now.

The meeting was adjourned at 12:10 p.m.

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4. Additions to Agenda – None.

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Marcia Eveland, Secretary

Wildwood Property Owners Association Special Board Workshop
December 8, 2012
9:00 a.m.

This specially called workshop session of the WPOA Board of Directors was called to order at 9:05 a.m. by Treasurer Charlie Higham. Facilitating the meeting with Charlie was Rob Guyette. Also present were Sue Moore, Marcia Eveland, Guy Prairie and Mariana Cana. Stan Rosen was present by telecommunication. Operations Manager Audrey Miller was also present.

NOTE: This meeting was determined at the November Board Meeting, as a way to have enough time to fully discuss how to handle unpaid dues from lots that don't contain houses. This is not a regular Board meeting, but a workshop.

Charlie gave an outline of our agenda for this workshop:

Introduction

30 minute presentation by Rob

Discussion of Rob's presentation

Discussion of a dues option

Creation of a plan

Charlie restated that the purpose of the meeting was a discussion of how to collect past dues on unimproved lots.

Rob gave a power point presentation on his findings and on possible options. The presentation was also available as hard copy. Stan explained his hand-out of research by District showing which lots would be available to be added to proposed 61B parcels.

POINTS OF DISCUSSION

- * One owner has three lots totaling 7 parcels. Owes \$97,000. Two other lots are on waterfront. Do we want town to take them? Report that the taxes on the 7 parcels have not been paid, so the town may be getting ready to take ownership, which would stop our ability to collect.
- * Do we use a collection agency? May need a by-law change to do so. Can we do intense negotiations first?
- * Can we do our own report to the credit bureaus?
- * Could we use the same attorney path? Can't really put a lien on unimproved property, however, because it doesn't make sense.
- * We need a by-law or policy about steps to be taken when procedure is created

At 10:05 Stan signed off.

CONTINUED DISCUSSION

- * Town tax is \$75/year. Dues have gone from \$180/year to \$2,000/year, but Roads/Ponds fee is \$940. Can that make a difference?
- * Person owing may refuse give back, insisting market value is \$5,000, etc.
- * How can we make lots we take back more attractive to members with adjoining properties? Change dues?
- * Mass. General Law states owners of lots on private ways must pay their fair share of maintenance of private ways.

At 10:15 Stan signed back on.

DISCUSSION CONTINUED

10:30 – 10:35 quick break.

DISCUSSION CONTINUED

- * We can build on the Franco ruling
- * If we take back, we must resell at fair market value
- * What do we pay collection agency is owner decides to give back the property and not pay dues? Must be worked out in advance with the agency.
- * Need to work out minimum to accept in negotiations

ACTION ITEMS

It was determined that we need a process for collection, and that we need to consider our dues structure going forward. Sue turned the dues structure question over to Marcia and the by-laws review committee. Stan, Charlie and Teresa want to be on that.

Charlie asked if the BOD members have an appetite for taking back the lots. Seven said to take back the lots; one asked for more information.

It was decided that **Mariana** will investigate the possibility of the WPOA making their own reports to credit rating bureaus.

Susan will investigate with an attorney getting liens put on the two lots of 4 parcels and 3 parcels, and on the two water front properties, so that our interests would be protected should the town take them back..

Marcia will create three documents:

1: BY-LAW change that would add in use of a collection agency to collect past dues on properties without houses.

2: Sample collection letter from WPOA to the owner, to include:

Amount owed in back dues

References to Franco decision and MGL

Give 30 days to pay in full or contact us. After that, we send to collection agency.

In this letter, we will not offer a minimum settlement, not will we offer to take back lots that are unencumbered.

3. List of negotiating strategies,

The meeting adjourned at 11:40 a.m.

Respectfully submitted,

Marcia C. Eveland, Secretary