



WILDWOOD
PROPERTY OWNERS ASSOCIATION, INC.

2008 BOD MEETING MINUTES

**WPOA BOARD OF DIRECTORS
MEETING MINUTES**

January 12, 2008 at 09:40 a.m.

CALL TO ORDER

The meeting was called to order at 09:40 a.m. Present were Jean Antinozzi, Bob Ueberbacher, Dan Rego, Bob Maselek, Teresa Urbinati and Ray Skibski.

A quorum was established.

Opening Comments - None

COMMUNITY FORUM – 09:41

15 minutes allotted for Forum; time to be divided among those wishing to speak.

Bill McKay:

Bill asked if we had the new letter from Dick Lawrence –yes, this is in New Business.

He also asked if there was an update from the letter he submitted last meeting on the Otter Pond issue. He was motivated by mis-use, and sees a major problem. We have not addressed this yet.

Walter Gay addressed this:

Don't we have the above situations covered by Rules 26, 32 and 31? Why do we need new rules, why not just enforce the old?

Walter and Bill continued to discuss the issue, so Dan suggested an agenda item as this was a Community Forum for members to voice their concerns only. Jean said we are looking at all of the rules, and Teresa said we are looking at the documents that we are operating under. Bill McKay suggested we invite Jack Galanek to a meeting so we can discuss the genesis of Wildwood.

Mark Hartunian – presented another version of the Employee Handbook. The Board asked the Personnel Committee to create this, and Bill Habelt made many modifications for discussion today, but Mark came in with a 3rd version, from an unknown author. The Board was not made aware of where this came from.

APPROVAL OF –MINUTES – 9:53

While there was no issue with the minutes of the BOD Meeting of December 1, 2007, there were only 5 members present from that meeting (Teresa was not at the meeting), so here was not a quorum available to vote on this. It will be added to the next meeting agenda.

REPORTS – 9:59

Manager’s Report presented by Will Greene, as was a written report. Items discussed were:

- More salt and sand was mixed
- We already used more than half of what we have
- A contractor was called in to help sand when our sander was down
- Met with Tolland Conservation Committee for review of shop expansion
- Set up meeting for NOI on several areas
- There are 12 trees we are looking to have taken down for \$2,975. There are 2 others on common property that will be an additional \$625. This is within the \$5,000 we allocated. This is the same company that we used to remove the trees taken down by the electric company. Bob stated that they did not take everything last time and should we not use this. Nick said they were only scheduled to take 2 truck loads, not all of the wood. The board had not heard this before.
- Replaced front and rear brakes and rotors on the 03 truck saving \$600.
- Assisted Tunxis Club in sanding roads with their sander was down as we have along standing relationship. Dan asked why we did not ask them to help when ours was down, and we instead paid for a contractor. Wes said they were busy doing their own roads, and that they help us in other ways.
- Will had a call at home about a large cat (bobcat) on Beechwood that may have attacked a dog. This was not in December, but January, but was notable.
- Bob asked what date the fishermen on the pond were challenged. Wes was here, but it was not in the staff log, but was on the report. Wes could not remember.

Nick approached the board with a request from the Property Management Committee. The 1994 truck was past due to be replaced. We should buy a new one with a plow, and put the 94 with a plow and broken sander out to bid – should get \$3,000 - \$4,000 for it. We should also buy a pickup for gas savings, and put the pair together. There are 4 quotes from \$44,407 - \$51,040, and the 2nd lowest bid was \$44,439. There was much discussion, as this had never come to the Board. This was not requested from the Board, a cost analysis presented to the Property Management Committee showed it would take 10-12 years to get a return on the money and both Board members on the Finance

Committee stated this was a waste of members money and would not provide any cost savings – it would actually cost us more money. Dan argued that this would provide 4 trucks for a community that has 2 staff 70% of the time. There would be 2 – 3 trucks sitting idle most of the year. It was asked that this be put off until the March meeting so we had more members present. Nick asked to expedite this so they can attempt to take advantage of potential President's Day sales.

Motion: to expend up to \$44,439 plus taxes and other associated fees to purchase a new Ford 1-ton F-350 and a Ford Ranger pickup – passed 4-2 (Jean, Teresa, Bob M. and Ray for, and Dan and Bob U against).

10:53 – there was a short break.

Treasurer's Report – Bob Ueberbacher – 11:00

- Dues collections are lower than ever at this point – 95.7 (98.9 in 2006)
- We may need to be more formal in our approach and have attorneys letters sent. Teresa said that the Board has asked the District Directors to contact these folks. Bob said that while this is more personal, we need a more authoritative approach. We should put a policy on the agenda. Dan asked how many members this is comprised of – 6-12. This should be looked at to ensure that they are not Committee members and we are within our documents rules.
- One CD with \$0 will be off the next report
- In 2007, we spent \$134,000 vs. the \$85 we put in and spent more that we had saved and collected in several line items
- We should look at zeroing out several line items from contingency, or continue to carry negative numbers

DISTRICT DIRECTORS – 11:25

Theresa – we should clarify if the sub-committee meetings need to present minutes.

It was also asked about an update on the Personnel Committee Minutes. Dan read parts of 2 e-mails from mid-2006 from the President at that time (Jan Tkacz), one with a response from an attorney that indicated that the meetings and minutes should not be open and available to all.

COMMITTEES – 11:30

Lakes & Environment Committee - Recommendation to prevent invasive species – This Committee has a concern for the ponds. Boats and trailers are not being cleaned, and invasive species are becoming more of a problem. If these take over, our clean lakes will be a thing of the past.

Recommendations are:

- Create boat scrub stations sized 12' x 12' with pea stone at Otter, Fox Den, Lakeside and Meadow Beaches. The main beach area would stay at the laundry. Permits are required, except at Lakeside.
- Install a locked gate system at the main beach with keys for members similar to the tennis courts.
- Enforce WPOA rule #46 regarding launching of boats from the boat launching site at the main beach only.
- Put a swinging gate at the main beach and boulders at other areas.
- Put up signs for mandatory boat scrubbing, enforcement of stickers, and Rules and Regulations.
- Provide the authority to the Lifeguard to notify the staff for illegal boat notification. The purpose is to keep outside boats out.
- Signs would be mounted explaining the rules about boats and trailers – Walter Gay to design verbiage.
- A letter would be sent via a mailing.

We have the boulders; we would need a price for the gates, stone, hoses, signs and plumbing.

Motion: Based on the information presented, we will pursue putting a gate at main beach to prevent entry for boats and trailers not scrubbed – passed unanimously.

Activities Committee 12:02

- Approved Committee Minutes – Acknowledged and accepted as presented

DRAFT OR PROPOSED EMPLOYEE HANDBOOK – 12:03 – Tabled as Bill was not present to discuss his changes to the Personnel Committee version, or the 3rd version that surfaced.

Old Business – 12:04

- WPOA Lots for sale to abutters, responses - Open/Green Space Issue: Update needed to Town

We had a good response to the letters. We are looking to amend the covenant, take these lots out, and will not have a penalty from the town. We have concurrence from our attorney that we can legally do this. We will not get another opportunity to sell these lots.

Motion: To sell these lots, except for A08 and B04/05, for \$1,000 plus attorneys fees as is consistent with past practices – passed unanimously.

Jean Antinozzi is an abutter who would like to pursue a purchase, but as she told us of this, so there is no conflict of interest.

Motion: To pursue our intention to sell lots A08 and B04/05 for \$1,000 plus attorneys fees as is consistent with past practices. We will work with the 2 interested parties, as well as the Town of Tolland as required – passed unanimously.

With the Andrews sale, they have already paid \$1,000, so they will only be charged attorney fees if this comes to fruition.

For the Antinozzi purchase, they would like consideration to remove the Road Fee from the purchased property, as it does not abut a maintained road. There is no precedent for this as no other property is in this situation. We will research to see if the road is considered abandoned. Audrey will send letters as necessary.

Clubhouse Internet – 12:37 – This will be installed next week for \$700. We need to discuss Audrey's usage, as well as the rest of the staff. What is the difference between what we currently pay for AOL, and what we would pay going forward? This will be looked at.

ROW – Land Swap -12:41 – The Urbinatis will pay the costs to change the titles and deeds. This will not create any other issues; it will just resolve the current problems. The owners would like this issue passed to the next meeting.

Missing sign – 12:47 – Ray stated that the One-Way signs are missing on The Thicket, and we need to replace these.

Conservation Regulations Expert, as needed – TABLED DUE TO TIME

Committee Scorecards – TABLED DUE TO TIME

Correspondence - Response Letter regarding Tree Removal – TABLED DUE TO TIME

New Business -11:39

Restructure of Districts – TABLED DUE TO TIME

Newsletter on website vs. mailing – TABLED DUE TO TIME

Other – Nick asked what course of action we should take regarding the damage to the road on East Otter from construction vehicles – no update at this time.

Review of Open Items – TABLED DUE TO TIME

Review of Action Items – TABLED DUE TO TIME

ADJOURNMENT

The meeting adjourned at 12:52

The next meeting is scheduled for January 12, 2008 at 09:30

Respectfully Submitted,

Dan Rego, Secretary – WPOA

**WPOA Board of Directors
Meeting Minutes
March 1, 2008 at 9:30 a.m.**

Call to Order

The meeting was called to order by Bill Habelt at 9:30 a.m. Also present were Jean Antinozzi, Bob Ueberbacher, Bob Maselek, Ann Skibiski, Teresa Urbinati and Greg Massey (minutes taker).

A quorum was established.

Opening comments – None.

Community Forum

None. No community members present.

Approval of Meeting Minutes

December 1, 2007 minutes (approved by Bill Habelt, Jean Antinozzi, Bob Ueberbacher, Bob Maselek).

January 12, 2008 minutes (approved by Jean Antinozzi, Bob Ueberbacher, Bob Maselek, Teresa Urbinati).

Reports

• Manager – January and February Report

o Presented by Nick Urbinati.

o Presented the wash station estimate email dated 2/20/08 from Bill Habelt, which showed a cost of \$2,134 for the entire project (for the 5 beaches). We will do the site work.

o Presented the notice of intent (NOI) regarding the shop area work, which includes correcting drainage to the shop, roof over the sand pile/salt shed, additions under the roof. The NOI would be good for 2 years. Berkshire Engineering gave an estimate of \$3,500, for which there would be a \$2,500 deposit.

o Salt/Sand – about 1/3 inventory left; used a whole season supply thus far.

• Treasurer – January and February Report

o Dues collected is approx 52%; behind the same period year-on-year.

o Reserves – some negative. This, and the need to prioritize/re-evaluate various reserve accounts will be discussed at the 3/8/08 finance committee meeting.

o Typo corrected on the Reserve Fund Report: Changed Reserve Balance date from 1/1/07 to 1/1/08.

• District Directors

o No reports.

• Committees

Lake & Environment Committee

- Cost estimates for Wash Stations

• Discussed where the \$2,134 will come from as respects to the budget. It will come from any one or more of these Lake Categories – Main Beach, Lakes/Docks/Boat Motor categories.

• Vote on approval

i. Approved \$2,134. Bob Ueberbacher opposed due to environmental issues due to the ability to ONLY monitor & control use of washing down boats at the Main Beach. Centralized control, say at the Main Beach, is preferred.

2. Laundry Facility Update

a. Dick Lawrence, a WPOA member. He is also the Co-Founder, Director of ASPO-USA (Association for the Study of Peak Oil & Gas – USA). www.aspo-usa.com; Lawrence_01749@yahoo.com; 978-973-1868.

i. Leechfield failed the Depth vs. Ground Water test in 2007. Under law, we have 2 years to fix.

ii. Because the laundry facility is open to the [WW] community public, it is considered a laundromat.

iii. Water usage report was reviewed (tracked since 8/5/07).

iv. Options discussed/offered:

- Install large-scale leechfield. Downside is that it is too expensive.

- Install a large above or below ground 12,000 gallon tank, which is for gray water. We would then pump out every few weeks at \$600 per pump. Downside is that it is an ongoing expense.

- Dick provided a DEP handout regarding a BRP WP 70 Alternative Title 5 System Design Flows application and information sheet. This might be an option.

• Dick recommends that we talk to a professional engineer at this time to evaluate sites within WW (athletic field?).

i. A motion to proceed with a Sanitary Engineer to evaluate alternative systems and sites for a laundromat.

- Also discussed:

• Utility usage:

i. 2007 - \$3,287 (Electric: \$601; Propane: \$2,685).

ii. Our revenue from the machine use: \$1,031.

1. Thus, we subsidize approximated \$1.00 per wash cycle.

• Also discussed: Front-loaded washers (lower water usage); look at solar water heating systems; look at 'on-demand' water heating systems.

b. The Board thanked Dick for leading this informative discussion.

Old Business

• WPOA Lots for sale to abutters

i. Open/Green Space Issue:

• Revised Covenant

• Update needed to Town

ii. The goal of this discussion deals with the issue of meeting the Town's concern regarding the reduction of taxes for "open space" and definitively identifying those lots subject to open space. The documents also allows for the flexibility for changes in future parcel status.

iii. There is a meeting scheduled with the Town on 3/25/08. Upon the Town's approval of the Resolution and Declaration of Open Space Restriction, we will then sign and put in place.

iv. Documents for discussion:

- 2/14/08 letter to Town of Tolland regarding Freestanding Lots

- Purchase and Sales Agreement

- Resolution (which now references the statute and who can enforce). All Board members present signed this resolution.

- Declaration of Open Space Restriction (essentially revokes and recinds the old document and certifies that the parcels listed are not maintained for the production of income. Also, this document will allow us to pull parcels out and add to the Exhibit A (the 'unimproved land').

v. Bill to call attorney to see how we proceed with constructing a 'single' deed for each transaction (for consistency purposes).

vi. The income from the sale of these lots will go into a General Reserve Fund. There are 11 lots, being sold at \$1K each, for a total of \$11K.

- Clubhouse Internet

- ♣ We now have Hughes Net (satellite dish for internet), with wireless capability through the clubhouse. Cost for set-up was \$895. Monthly charges will be \$80. per month (we are currently also paying \$26. per month for AOL dial-up, which will be discontinued). Therefore, the additional cost per year for internet service vs. the AOL dial-up is \$648.

- ♣ Some members have used the wireless capability and provided favorable feedback.

- ♣ An article will be written for the upcoming Newsletter announcing this enhancement. Also, a 'solicitation' to members [that will probably find value in this service] in making a 'donation' (which is not tax deductible). Already a few board members have indicated they plan on sending in a donation, including an outside real estate firm offering \$100.

- ROW – Land Swap

- ♣ Bill to talk with our attorney on the ROW Land Swap (Otter Pond area) to see if there is anything under MA law preventing us from doing this land swap.

- Conservation Regulations Expert, as needed

- ♣ Bob Maselek indicated that there will be an expert on conservation speaking on Tuesday, 3/11 at the Town Hall.

- Committee Scorecards

- ♣ Document committee to speak at next meeting

- ♣ Next meeting a discussion around the status of items on the scorecard. Greg will have Audrey include the scorecard with the next agenda and ensure Board members are prepared with reporting a status of their assignments.

- Correspondence

- Response Letter regarding Tree Removal

New Business

- Correspondence

- E-mail (1-21-08) regarding purchase of truck, and Attorney response

- E-mail from O'Brien & Son

- ♣ Truck email – reviewed attorney response and it was determined that we are NOT out of compliance with MA law in the approval and acquisition of the truck purchase.

- ♣ Regarding Steve Strinie's email regarding the truck purchase, we will discuss at the next board meeting.

- ♣ Selling of the truck. A sealed bid approach offer was agreed to. Ads will be put in local papers.

- ♣ O'Brien email. To be referred to the property mgt committee. This firm would like to do more business with WW.

- Logo Contest

- Board liked and accepted the Activities' committee recommended logo; however, questions back to the committee are:

- ♣ Firm up price that we will have to pay. Then, what does that get us (meaning, do we then own the logo...no future fees)? Will we get different sizes/format/mechanicals for various uses. Once this is responded to, the Board will vote.

- ♣ As part of the socialization process with the community, it was suggested that the Activities committee be prepared to present the logo at the Spring meeting, displaying the logo, why the change, the meaning of the selected logo, why this one was selected by the committee.

- ♣ Comment was made that we would transition in on all correspondence, using up current inventory of letterhead, boat/car stickers, etc.

- ♣ There was enthusiasm for this logo and the possibility of getting on items such as coffee mugs, shirts, etc.

- Woods Forum

- ♣ Bob & Pat Ueberbacher attended a Woods forum on 2/21 in Tyringham, MA. Forestry professionals

from UMASS shared info and resources about forest management and related topics. These professionals can, free of charge, provide assistance in long-term planning for forest management, tax benefits, grant money.

♣ To follow up with Loren Clark and make a decision as to the next step (this will be a next meeting item as well so not to lose addressing and capitalizing on this issue).

- Restructure of Districts

- ♣ Bob Maselek to lead efforts in facilitating a meeting of the directors in delivering a recommendation back to the Board as to changes (if any) to the districting.

- Newsletter on website vs. mailing

- ♣ Article to go into next newsletter, and subsequent newsletter, to encourage members to forego a 'hard copy' print of the newsletter, which is more environmentally friendly.

- ♣ Members will be given the opportunity to "opt-out" of receiving a hard-copy. An email blast will then go to this population of people announcing that the newsletter is now available on the website. Comment was made that the e-copy of the newsletter should be out on the website well before the mailing of the hard copy. This will also save on print and postage costs.

- Board Procedures

- Approval of Expenditures in Excess of \$????

- To be discussed at next meeting.

- Collection of Road/Lake Fees

- There are 7 homeowners that are delinquent (some are year rounders). Jean to have Audrey provide a list of lot owners. There was agreement that we move to send a letter to these people. Bill to talk to our attorney.

- Other

- ♣ We are still charging business \$10 per year to post their business card on the www.wildwoodpropertyowners.com site.

Review of Action Items

- on separate sheet

Logged out of the Board meeting at 12:16 p.m. for the Executive Session.

Executive Session

- Logged in at 12:16 p.m. to discuss personnel matters. Logged out of executive session at 12:20 p.m.

Logged back into the Board meeting at 12:39 p.m.

Discussion of Employee Handbook Proposal & Amendments thereto

- Ann Rego of the Personnel Committee present a working draft.
- This document reviewed, with changes made. Anne Rego and Bill Habelt have the working copy.
- The Board thanked Ann for the excellent work she did on this document.

Meeting Adjourned at 2:27 p.m.

The next meeting is scheduled for Saturday, April 5, 2008 at 9:30 a.m.

WPOA Board of Directors
Meeting Minutes
April 5, 2008 at 9:30 a.m.

Call To Order

The meeting was called to order at 9:33 by Bill Habelt. Also present were Teresa Urbinati, Bob Ueberbacher, Bob Maselek (took minutes), Steve Strinie, Jean Antinozzi, Len Nelson and Ray Skibski. A quorum was established.

Community Forum

Bob Sullivan had a question about previous minutes and how the Town of Tolland taxed green space. Bill Habelt explained the history of the Open Space Covenant (which lowers the Town tax rate for property WW promises not to develop). WW signed it and the Town is reviewing it. There are about 140 lots involved.

Bill McKay suggested that the Board needs to establish policies to protect common property. He submitted a proposed policy at an earlier Board meeting. Bill Haber agreed that WW needs better definition on what may be done by people on common property.

Dave Pratt brought up the fact that he learned of a proposed land swap purely by accident. He received no notice and no response to a letter he wrote to the Board. He suggested that there must be a better process. Bill Habelt said that the notice WW gets is because Gert McKay is on the Board of appeals for the Town. Dave said that WW must be more informed about issues before the Town, because once the Town decides it's too late to do much.

Bill McKay suggested that the ROW swap to get to Otter Pond is a very good idea.

Betsy Gay stated that she does not want to see any ROW lost. Bill Habelt stated that the ROW swap offer was withdrawn by the Urbinati's so it's mute.

Approval of the Meeting Minutes of the March 2, 2008 meeting was voted by the Board members present at that meeting.

Reports

• Manager

o Tree removal. Several storm damaged trees were removed by the Power Company.

o Fish are to be delivered Saturday the 19th. The stocker is from Eastern Ma. The old stocker, Mohawk is out of business.

o Met with Alan Binder to view the old ski ridge for the purpose of a possible sliding or tubing hill. This would be a big job.

o There were a lot of attempted break in's and one actual break in. All happened during the same snow storm. Thought to be kids by the nature of the property stolen. The State Police were involved.

- o Challenged several people with out of weight vehicles.
- o Performed equipment repairs.
- o Worked on new washing station for boats.

- Property Management Committee

- o Gave direction to sell the old snow plow truck-94 Ford. They should sell the old Roller(motor is frozen)too at the same time.
- o Will buy new speed bumps they are \$995 each and we need some by the beach
- o We have to transfer money to repair the Workshop building. That will cost about \$3500.
- o Nick brought up 2 other points. We need to store WW equipment inside to minimize weather damage and the Manager's house still has water problems There is mold there. These are issues that must be voted on the by the Residents.

- Treasurers Report

- o Income is ahead of last year at same time. We will get a CD for non dues revenue. We have collected 65% of the dues.
- o Finance Committed did meet and will recommend restructuring of the reserve. This needs a vote. We have limited funds and high expenses. Our reserve model was not accurate and it needs to be fixed.

- Lake and environment Committee

- o The good news is that water is OK.
- o Discussion of the clothes washing facility. We need to give the DEP accurate water usage, so we must get a more accurate water meter for the washing machine use. Will will look into it.

- Old Business

- We cancelled the ROW swap discussion as it was withdrawn.

- The cable Internet was installed in the Clubhouse. We will ask internet users of it to pay \$25 per year for the use. This will be on the honor system and mentioned in the Newsletter.

- Redistricting-We agreed to have a Board member at large fill in for missing District Directors. That would require a By-Law change and Bob Maselek agreed to research that. This must be done before August 2008.

- Building Review Committee. Discussion of building review procedure. The current procedure is backwards, since WW does not want to see an approval until the Town approves but then it's too late for WW to do anything. Bill Habelt suggested that WW may have to change its procedure to approve before the Town does. Bob Ueberbacher suggested that we need to have WW become more proactive than reactive in these important matters. Bill Mckay volunteered to attend Tolland Zoning Board of appeals meetings and Bill Habelt would look at ways to improve this.

- Logo. WW does own all the rights to the new logo.

- Committee Scorecards.

- o Document Committee. There was a long discussion of the contract documents between residents and WW, especially the CCR. The Committee will continue to look into this but it suggested that the issues be narrowed down so that a paid outside attorney could render an opinion. The Committee presented the Board with a list of Questions. Bob Maselek will join the Committee and help with the project.

New Business

- Items for the Spring meeting. These include

- o About a Resident Manager we will ask for a sense of the community, so that the Board can make a decision. The manager does not live in WW now.
- o What should WW do with the Manager's house? It is estimated at \$125K to \$140K to repair it. It is estimated to be able to be sold as is for about \$100K.
- o The use of Golf carts on WW property. If approved WW needs appropriate signs.
- o Should WW pursue the land purchase of the lakeside lots owned by the Town? We would probably have to borrow money to purchase the lots.

- Correspondence. Steve Strinie desires to have his email to the Board concerning the pick-up truck purchase added to the minutes. All agreed; however, Teresa Urbinati, for the record, disagreed with some of the characterizations in the e-mail (specifically the word "orchestrated" as she said nothing was "orchestrated". A discussion of the pick-up truck vote ensued. It was agreed that, in the future, expenditures over \$10, 000 require a minimum of 6 members of the Board to vote.

- Betsy Gay e-mail regarding a well on newly developed property. The well has no silt fence of hay bales. Apparently the Town has no issue with it. The Manager will take a look and report back to the Board.

- Overdue dues. A discussion was had about residents who are in arrears, or never, pay dues. The 3 most overdue will receive an attorneys letter, some have never paid dues. The letter will indicate a possible lien action. The others will receive a letter with an offer to work out some payment plan.

Attachment

The e-mail from Steve Strinie to the Board concerning the truck purchase is attached.

Meeting Adjourned at 12:53 p.m.

Attachment

Communication to BOD for March Meeting 2/29/2008 via email

Good Morning Board of Directors,

Sorry not able to attend this meeting due to a surgical procedure Elaine had today (Friday) that became more serious than the doctor envisioned. She needs my help for the next 24 hours where I can not leave her for any long periods of time.

I would have liked to have attended and commented on several things however will limit myself to this one topic and I want this read into the Minutes for this March meeting. Thank You.

This discussion concerns our truck purchase(s). I have an issue as to how this was orchestrated without any prior serious discussion with this Board of Directors. If I recall, an inexpensive small station wagon first mentioned and now this purchase has ballooned to well over \$45,000.00! I initially was OK with the idea of a small vehicle purchase to save gas until a study of costs were presented to the Property Management Committee showing that this purchase would be wasteful to the dues payers of the WPOA.

Morally, I believe any purchase this large should have been discussed and eventually voted upon by more than 2/3's present from our Board of Directors.

There was no electronic communication with the BOD's on this important expenditure prior to the meeting when it was approved. Unfortunately I was unable to attend the property management meeting prior to that board meeting because of a family funeral and it appears this was the meeting that committee recommended the purchase even with the information that disclaimed any financial benefit to buying the truck.

I am very disappointed with my fellow board members for ignoring the financial facts that were presented to you at the January meeting. A half hour discussion to spend 45 grand of this community's money is not enough time to analyze the pros and cons.

I consider this reckless spending by this Board of Directors and sorry I was not able to cast my vote.

Steve Strinie – District 4 Director

**WPOA Board of Directors
Meeting Minutes
May 3, 2008 at 9:00 a.m.**

Call To Order

The meeting was called to order at 9:00 by Bill Habelt. Also present were Teresa Urbinati, Bob Ueberbacher, Dan Rego, Bob Maselek (took minutes), Jean Antinozzi, Len Nelson, Ray Skibski and Greg Massey. A quorum was established.

Secretary Resignation

Just after the meeting was called to order, the secretary, Dan Rego announced his resignation from the Board Of Directors, effective immediately, indicating that while he was told in the past that this Board would be fiscally responsible, he found it to be fiscally irresponsible. Dan, without further comment, left the meeting.

Community Forum

No community members present.

Approval of the Last Meeting Minutes

The meeting minutes of the April 5, 2008 meeting was approved by the Board members present at that meeting, except that the spelling of Teresa Urbinati's name was to be corrected and Len Nelson was to be added as being present.

Reports

• **Treasurer**

- o Collection of dues is about the same as last year as a % of the budget.
- o We have collected about 70% of the budgeted dues and total revenue.
- o The beach repair at Lakeside beach looks perfect.
- o We shifted some money around (took \$50K from operating budget and put it into saving account) to improve the return. We always want to make the money work as hard as possible. The next Finance meeting is Saturday, May 10, 2008 at 9:00 am to set the budget for 2009.

• **Manager's Report**

- o The wash stations are NRDA with the Town of Tolland. The lake gate is at Wildwood, to be installed
- o Drainage project at Meadow Beach done.
- o Pressure treated gate at Otter Pond repaired.
- o Trout were stocked.
- o All fire extinguishers were serviced and recharged.
- o Old truck being put up for sale.
- o A lot of work has been accomplished on spring clean up.
- o Trying to locate a water meter for the Laundromat.
- o Comment by Wes: With respect to the e-mail to Audrey from Dan Rego that was submitted at the April 5 Board Meeting, about the truck purchase, Wes wants people to know that he personally did a lot of research and rebuts the statements in the e-mail to the contrary. Wes said he has a lot of

personal knowledge in this area and did research the truck and sander appropriately.

- Property Management Committee

- o Thanked Wes for letting Wildwood use his personal trailer to pick up the fence and gate for the lake. That saved us money.

- o Nick wants to return the allocated workshop money and put it toward an NOI for the workshop and for the Lakeside foundation wall (its caving in about 4/5 inches).Nick wants to see if Berkshire Design will do 2 NOI's for about \$5000.

- o Speed bumps –looking to purchase 2 new ones to slow traffic down. Speeders have been somewhat of a problem.

- o There was a resident question sent to Nick asking why both Will and Wes were in the same truck on normal rounds. Nick had asked them to do that, so that they could do a good check on both sides of the roads. Further if a security problem is identified we want 2 people to check a house front and back.

- o Will and Wes surveyed each Wildwood building so that the Board can make logical decisions on repairs. As a result it is immediately clear that the Otter Pond bathhouse must be close to public use. The floor has cracked and collapse rendering the building unsafe. We should temporarily put 2 “sanicans” at that location.

- o If he gets an NOI, Nick will work on boat racks also.

- o With respect to the Clubhouse there are more urgent matters to attend to. New cushions have to be expensive California Standard Fire Code types for example, so this should be tabled for now.

- o Nick comment: I had Will and Wes check mileage on the trucks. It is 11.5 miles to do rounds. The 2 large F-350's get 5.7 mpg and 6.38 mpg. The new Ford Ranger gets 14.38 mpg we are saving gas when we use the Ranger for rounds and trips to locations outside of Wildwood.

- District Managers

- o No comments

- Documents committee

- o Met to discuss what we need from an outside attorney. Bob Maselek to review.

- Other

- o Bob Ueberbacher wants to see Building Committee minutes so that he knows what building is going on in Wildwood. This would help will and Wes with security rounds also.

- o Teresa asked whether Personnel Committee meetings should be public. Since they mainly involve positions and not individuals they should be public. The Board then went into Executive Session for a short discussion.

Old Business

Laundry Update

We received 4 proposals. The Committee will reduce that to 2 and talk to both companies.

- We need one year of water readings (Aug 1, 2007 –Aug 1, 2008).

- We have 4 possible locations:
 - o Where it is-probably not allowed due to lake
 - o Behind the Clubhouse-May be too close to sewer
 - o Ballfield-Must build a new system
 - o Manager's house- probably Ok, if grey water only

Common property

A resident, Bill McKay suggested some wording for definition of allowed use if common property. Teresa's committee is looking into it and will put together a policy. Bob Maselek, Greg Massey, Teresa and Bob Ueberbacher want to be involved. Bill Habelt will talk to Walter and Betsy Gay as well.

Redistricting

Bob Maselek presented some new wording for a by-law change to allow a member at large to be elected to replace a district manager, if the District had no District Manager. A discussion followed and the new proposed clause was re-written by Bob.

Building Review Committee

Several forms were modified so that Wildwood must approve a building plan before it goes to the Town of Tolland for a building permit. When Audrey gets a new application she will call the Building Review committee.

New Business

- E-mail about unsightly ladders on property resolved.
- Annual flower bed, allocated and approved \$40.
- Dead trees. Will and Wes to check whether dead trees may be removed.
- We should look into management of trees on property. Bob Ueberbacher will contact WMass.
- Non- payment of fees. Discussion of memo from resident indicating that another resident does not pay fees and yet uses the lakes. This resident is already on the non- payment issue list.
- Spring membership meeting. We will present 4 issues to the membership for a "sense of the community" vote. We will present the new approved logo as well.
- Resignation of Dan Rego approved. The Board will contact Ruth Buchanan to see if she is interested in being Secretary, as she had expressed interest earlier.
- Property Manager's request
 - o Purchase of 2 speed bumps –approved
 - o \$5000 for NOIs (includes previously approved \$3500)-approved. This is up to \$5000 for NOI application for work on Lakeside and boat racks.
- Legal fees. The Board agreed that in the future any resident that wants an independent legal review of some matter that the Board decides must pay for it themselves.
- Sue Moore called that the temp was set in the Laundromat at 70 degrees. The cover to the thermostat had been tampered with. Sue also said that we should look into a cold water system or hot water on demand only system. This will be looked into.

Meeting Adjourned at 11:15 a.m.

Bob Maselek

Attachment

Communication to BOD for March Meeting 2/29/2008 via email

Good Morning Board of Directors,

Sorry not able to attend this meeting due to a surgical procedure Elaine had today (Friday) that became more serious than the doctor envisioned. She needs my help for the next 24 hours where I can not leave her for any long periods of time.

I would have liked to have attended and commented on several things however will limit myself to this one topic and I want this read into the Minutes for this March meeting. Thank You.

This discussion concerns our truck purchase(s). I have an issue as to how this was orchestrated without any prior serious discussion with this Board of Directors. If I recall, an inexpensive small station wagon first mentioned and now this purchase has ballooned to well over \$45,000.00! I initially was OK with the idea of a small vehicle purchase to save gas until a study of costs were presented to the Property Management Committee showing that this purchase would be wasteful to the dues payers of the WPOA.

Morally, I believe any purchase this large should have been discussed and eventually voted upon by more than 2/3's present from our Board of Directors.

There was no electronic communication with the BOD's on this important expenditure prior to the meeting when it was approved. Unfortunately I was unable to attend the property management meeting prior to that board meeting because of a family funeral and it appears this was the meeting that committee recommended the purchase even with the information that disclaimed any financial benefit to buying the truck.

I am very disappointed with my fellow board members for ignoring the financial facts that were presented to you at the January meeting. A half hour discussion to spend 45 grand of this community's money is not enough time to analyze the pros and cons.

I consider this reckless spending by this Board of Directors and sorry I was not able to cast my vote.

Steve Strinie – District 4 Director

**WPOA Board of Directors
Meeting Minutes
June 7, 2008**

Call To Order

The meeting was called to order at 9:07 by Bill Habelt. Other members present included Teresa Urbinati, Jean Antinozzi, Greg Massey, Bob Ueberbacher, and Ann Skibski. Teresa Urbinati took the minutes for this meeting. A quorum was established.

Community Forum

Lorraine Vines spoke regarding Fox Den beach. There is overcrowding and she is seeking a resolution to this problem. There are too many boats and/or catamarans and it is difficult to access the lake. She had a couple of suggestions for the Board to consider.

Suggestions for Fox Den beach included designating a beach area and a separate boat area and/or using some of the adjoining ROW property for placement of additional boat racks.

Bill McKay questioned the WPOA boat removal policy. He also asked about the lots that WPOA had sold as to the price and whether these lots would now be subject to the WPOA fees. The lots were sold for \$1,000 each & are subject to fees.

Nick Urbinati requested approval for a dock at 78 West Otter. The Conservation recording was submitted with the site plan for the dock.

Approval Of May 3, 2008 Minutes

The minutes were approved with the addition of Greg Massey's name to those in attendance.

Reports

1. Manager

- o Will informed the Board that pressure treated wood could no longer be used on docks and that any dock work requires a NOI.
- o An estimate for tree cutting was presented (to come from road account).
- o Will and Wes will be helping to clear the Red Trail. The Board has authorized them to use their personal ATV's to assist in this task and they are to be reimbursed for gas usage.
- o Bath houses are open with the exception of Otter Pond which has a Porta-Potty.
- o Lifeguard has started.
- o Rafts out with the exception of Otter Pond, which will be out soon.

2. Property Manager's Report

- o Cost for paving has increased considerably, as much as 40 to 60% necessitating a cutback of planned paving. Hoping to pave portion of Grove, Cottontail and Upper Otter.
- o Received estimates for replacement of doors (\$2,000) at the back of Clubhouse as well as for painting (\$2,950) the Clubhouse. This money is requested from the line item "Maintenance of Buildings" of the budget.
- o Greg Massey asked a question regarding the designation of roads as "loops" versus "one way". The Safety Committee had made recommendations and signs were made and put up per those recommendations. It was suggested that the concern expressed regarding the language being used on the signs be referred to the Safety Committee for their consideration.

3. Treasurer's Report

- o A donation/check is to be sent to the Tolland Fire Department for \$250.
- o Collection of dues remains about the same as in the past year.
- o Received \$240.00 in voluntary contributions for wireless internet access from community members.

4. District Directors

- o Teresa asked what the plans were for Otter Pond bathhouse. Bids are being solicited.
- o Discussion occurred regarding the violations of WPOA Property around Otter Pond. The Enforcement Committee is to be reestablished.

5. Committees

- Minutes from the 2/23/08 Activities Committee, the 3/8/08 Finance Committee and the 1/12/08 Property Management Committee were presented.

Appointment of New Secretary

The Nominating Committee put forth Anne Stone for consideration for the Secretary position left vacant due to the resignation of Dan Rego. The vote on this recommendation was tabled until the next meeting (July 2008).

Old Business

Resolution of Setback Variance at 78 West Otter

The owners have signed an agreement complying with the WPOA 20' side setback restriction despite the variance granted by the Town of Tolland. They have done so in writing and this document will be recorded with the variance. Greg Massey noted that the owners have been very cooperative in this matter.

Review of Spring Meeting

The review of the Spring Meeting was tabled until the next Board meeting so as to have input from additional Board members.

Laundry Facility Update

Laundry – four bids have been received. Dick Lawrence, Bob Ueberbacher, and Bill Habelt will be making the recommendation regarding the contractor for the initial design and permitting; the Board will be deciding the location.

Tree Removal requests

Approval was granted for the expenditure of up to \$1900.00 for tree removal on WPOA property.

Road/Lake Fee Collection

The Board agreed to the wording of a letter to be sent to owners in arrears of fees.

Lot 10

The Board agreed to the wording of a letter to be sent to the Town of Tolland reiterating the WPOA fees associated with Lot 10.

Assessors List

WPOA is waiting to hear from the Town of Tolland regarding assessments. We have been told they are awaiting their attorney feedback.

New Business

Correspondence

Free-Standing Lots – Beetle Road
Tabled to next meeting (July 2008).

Letter regarding boat.

This letter pertains to Fox Den beach. Will and Wes will be asked to remove all boats that do not have a sticker immediately. They will also be asked to record the registration numbers of those boats with a sticker dated before the 06/07 years. WPOA will contact these members to inform them that the boats will be removed and put into storage for 2 years after which the boats will be sold or otherwise disposed of.

Review of Truck and Roller Bids

Bid of \$2,215.86 for Truck approved with monies to be put into “Truck” reserves.

Bid of \$534.87 for Roller approved with monies to be put into “Tractor” reserves.

Funding for Weed Pull

\$200.00 was requested and approved for a “FUN Weed-Pull Day” including BOTH Cranberry Pond and Otter Pond. This expenditure will come from the Lake and Environment budget.

Letter to Tolland Fire Department

A letter was approved to be sent to the Tolland Volunteer Fire Department informing them of the action that WPOA is taking to protect our waters from invasive species and asking for their cooperation when possible.

Other

WPOA needs to acquire two years of weekly microbiological quality data at each beach location for the Memorial Day to Labor Day season. These measurements are a MA requirement and need to be forwarded to the State.

The Chair of the Property Management Committee was granted approval for up to a \$4,950.00 expenditure for door replacement and painting of the Clubhouse. He is to be responsible for the selection of bid awards.

It was requested that a reminder be included in the next newsletter as to the Speed Limit, that one should walk facing the traffic and that all members of the walking group should stay on one side of the road.

Greg Massey suggested, and it was agreed upon, that the Board will take an email vote regarding the dock request at 78 West Otter.

It was suggested that a letter be sent to all lake front property owners informing them of the new requirements regarding docks and/or floats.

Adjournment – 11:20 am

Teresa A. Urbinati

**WPOA BOARD OF DIRECTORS
MEETING MINUTES
July 5, 2008, 9:00 a.m.**

1) Call to order, Quorum established, 9:02 am.

- a. Bill Habelt, Steve Strinie, Bob Ueberbacher, Ann Skibski, Teresa Urbinati, Jean Antinozzi, Len Nelson, Bob Maselek, Greg Massey, Anne Stone (Anne joined meeting right after being voted in as Secretary, item 5. Greg Massey took minutes up through item 5.

2) Community Forum

- a. No community members presenting.

3) Approval of Meeting Minutes – June 7, 2008

- a. Approved.

4) Reports

- a. Manager – June report.

- i. Nick and Will present

- 1. No written report. Will provide a verbal report

- ii. Property Mgt committee

- 1. Update cost of Clubhouse repairs

- a. Discussion around the total cost of \$2,900 plus \$2,950 for a total of \$5,850 (not \$4,950 which was incorrectly listed in the minutes from last month).

- i. A motion was made by Bob M. and 2nd by Jean in accepting this corrected dollar amount.

- 2. Road paving

- a. Talk about Tri-town being the only bidder thus far at a cost of \$32K.

- 3. Asked for approval of up to \$1K for treatment of poison ivy.

- 4. Steve inquired as to why walk-arounds by the property mgt committee is not formally/routinely taking place now (actually wanted an explanation as

to why this is not routine practice). Nick explained that each one of the properties in question are being addressed, as is other infrastructure, and the property assessment completed by Will & Wes, these formalized walk-arounds aren't currently needed.

iii. Treasurer – June Report; Bob U. reviewed report at high level.

iv. District Directors

1. Reminder of district meetings as follows:

a. 1 & 2 = 7/13

b. 3 & 6 = 7/20

c. 4 & 5 = 7/27

2. Items for district directors to include in their meetings

a. Weed Pull

b. Reminder of WiFi service and the acceptance of donations (of \$25).

c. Boats - registered/unregistered situation as follows:

i. Will & Wes will be asked to remove all boats that do not have a sticker – this will begin immediately.

ii. They will also be asked to record the registration #'s of those boats with a sticker dated before the 06/07 year.

iii. WPOA will then contact these members and to inform them that the boats will be removed and put into storage for 2 years, after with the boats will be sold or otherwise disposed of.

3. Committees

a. Lake committee – unregistered boats (as stated above)

v. Appointment of New Secretary

1. Ann Stone nominated (by the nominating committee) for serving the remainder of Dan Rego's term (which expires in September). Ann Stone was voted in by the Board majority, with 3 people voting NO (Bob U., Steve S., Bob M.)

2. From this point on, Ann Stone took the minutes.

Request to Install a Floating Dock

A request by Nick and Teresa Urbinati, 14 West Otter Drive, to install a floating dock at their waterfront on Otter Pond was discussed. The dimensions of the dock would be 8' x 10'. This has been approved by the Conservation Commission, and meets the size restrictions of rule #22 of the WPOA Rules and Regulations for private swim floats.

A motion was made by Jean Antinozzi and seconded by Bob Maselek to approve the floating dock request. The motion was approved with Teresa Urbinati abstaining, and there were no objections.

Old Business:

- Review of Spring Meeting

The Manager's House:

Option (1): to repair and make an attractive residence: 12 votes

Option (2): to make limited repairs to preserve the integrity of the house: 17 votes

Option (3): to sell the house "as is.": 48 votes

- In view of the positive vote for Option (3), Bob Ueberbacher is researching the tax consequences of selling the house.

Golf Carts:

Should electric golf carts be allowed in Wildwood?: 44 "yes" votes, 34 "no" votes

- In view of the positive votes for the golf carts, the Board is considering the ramifications of allowing golf carts.

- l) Safety: Should we delay action until the 15 m/p/h speed limit is observed by more cars? Articles in "The Wall Street Journal" and other publications, including a copy of an article in the 6/17/08 edition of "The New York Times"

sent in by Millicent Schacher, addressed the higher incidence of injuries when golf carts are used off the golf course.

2) Liability Issues: Public access to private roads should be considered, and also the need to put an endorsement on home owners' insurance policies.

3) Industry Trend: There is an increasing trend for the use of golf carts off golf courses.

4) Allowance of Other Motorized Vehicles: If golf carts are permitted, should mopeds and scooters also be allowed?

- Bob Maselek will look into the legal issues involved.

- **A motion was made by Bob Maselek to delay action until non-compliance with the road speeding limit is reduced. The motion was not seconded, and it was tabled until a later date.**

- There was a Board sense that it is premature to put forth a community vote at the Fall meeting because more time is needed for the community to come to a consensus.

- If golf carts are permitted, homeowners must register their vehicle at the office and provide a copy of their homeowner's endorsement.

Purchase of Town Lot #10:

Should the WPOA pursue the purchase of Town Lot #10?: 45 "yes" votes, 32 "no"

-

- The Town of Tolland has not made an official offer to sell the property this year.

- The Finance committee has not heard what the asking price would be. If the WPOA does purchase the property, the land purchase reserve account would be used (in addition to other funds if necessary). However, if the WPOA bid is too low for the

town to accept, the question should be raised at the annual WPOA fall meeting as to the transfer of this reserve (\$42,566) to other accounts.

Laundry Facility Update

- S & K Design submitted the best proposal. Some design features may not be required by the DEP and might be eliminated.
- The laundry water use will be calibrated, and various sites will be investigated.
- **A motion to approve a preliminary design for a waste removal system to S & K Design for up to \$12,000 was moved by Steve Strinie, seconded by Bob Maselek and approved with no abstentions or objections.**
- Bob Ueberbacher was given the authority to sign the contract.

Road and Lake Fee Collection:

Delinquency letters were sent out, but no responses have been received as of this date.

Access to Cranberry Lake and Otter Pond

A proposed letter was approved to be sent to a resident of Owl's Nest Lane who is not in good standing but is fishing at Otter Pond. The letter states that Otter Pond is an amenity reserved for WPOA members only, and this resident without deeded rights to Otter Pond must immediately cease and desist from fishing at Otter Pond.

Discussion:

Everyone has a deeded right to use Cranberry Pond, and four houses have a deeded right to use Otter Pond. The Franco case decision stated that the collection of WPOA road and lake fees includes the right to use Cranberry Pond, but a court order would be required to deny the use of Cranberry Pond to a WPOA member who does not pay the road and lake fee. Use of Otter Pond by members who do not have deeded rights is available to members who pay the Association fee (Rule #24).

Assessors' List

In order to find out the worth of the 226 homes and lots at Wildwood, a letter was sent out to the Town of Tolland Assessors' office requesting the information. The assessed value of the homes, exclusive of lots, is \$48,000,000. The average assessment is \$212,000 and the mean is \$200,000.

Issue:

The town changed the right-of-way to Lot #10 through the middle of the Lodovico property to the left hand side (from the road) of their property. The entrance to the Lodovico property requires crossing the road on Wildwood property. A letter was sent to the town advising the real estate

agent for the sale of lot #10 that the right-of-way to that property is very narrow, and probably not wide enough for large equipment.

New Business

Fall Meeting:

- Budget: Two options will be presented for the budget vote for the next fiscal year.
- Motions: A change in the By-Laws (ARTICLE VII) will be presented to allow a member-at-large to be substituted for a district representative from a different district.

Discussion

- Currently, 2/3 of the CCR signers are required to change the by-laws and the rules and regulations.
- Consideration should be given to taking out restrictions in the CCR regarding the use of individual property. Among the limitations on the use of individual property by CCR signers are the prohibition of washing machines and dishwashers. With low water volume machines and non-phosphate, non-chlorine detergents now available, this restriction may no longer be relevant.
- There is a need to put on the agenda the reactivation of a committee to make recommendations to revise the CCR document. We need closure on this issue.

Correspondence

- Free Standing Lots on Beetle Road:

Art and Jean Antinozzi, 9 Beetle Road, request that they be permitted to pay only 20% of the lake and road fees on the two lots which they are acquiring which are contiguous with the lot on which their home is located. These lots have no road access because the section of Beetle Road has been closed off which would otherwise provide road access. There is no right-of-way to these lots.

- **Teresa Urbinati made a motion, which was seconded by Bob Ueberbacher to consider Lots #13 and #15 on Beetle Road as adjoining lots to #9 Beetle Road with the associated**

20% road and lake fee in the future provided that Beetle Road remains abandoned there. The motion was approved with Jean Antinozzi abstaining and with no objections.

- The Antinozzis are offering to pay \$1,000 to the WPOA for removal of all liens associated with their purchase of property from Mr. and Ms. William Oliver at #14

. Lakeside Drive.

- **Bob Ueberbacher moved that the WPOA accept the \$1,000 offer of the Antinozzis to lift the lien on lot #14 Lakeside Drive when they purchase it from Mr. and Mrs. William Oliver, in addition to the Antinozzis paying all associated legal fees. Len Nelson seconded the motion, which was carried with Jean Antinozzi abstaining and with no objections.**

- Letter Regarding Golf Carts: discussed in earlier minutes regarding golf carts

- Weed Pull

The weeds are out earlier this year. This may be due to the limited draw-down to four feet last fall. The weed-pull may be undertaken at any time, and collection sites will be established.

- Weeds at Cranberry Lake are different from those at Otter Pond.
- The big weed-pull event at Otter Pond is set.
- The Lake and Environment Committee has requested funds to employ scuba divers to pull out the roots of the Otter Pond weeds. The Board would like to try this out on an experimental basis at first.
- **Jean Antinozzi moved, and Bob Ueberbacher seconded a motion to approve two people at \$75.00 each per hour for four hours (eight hours total). This was approved with no abstentions or objections.**
- The Board would like the Lake and Environment Committee to evaluate this effort and recommend further action.

- Woolly Adelgid

Frank Fazi spotted the woolly adelgid beetle on a hemlock tree on Woodchuck Hollow Road. This infestation may be due a mild winter. A lecture will be given about this problem in Westfield. An ad hoc Forest Management Committee will be formed at the next meeting. Ken Lawrence will be contacted for the information which he has when he was charged with investigating the situation several years ago.

Other

- Boats on the Beaches: The situation was reported where some families have as

many as five boats on the beaches. It was suggested that a rack specifically for kayaks might be built to relieve boat congestion.

- Poison Ivy: Bill McKay (a non Board member observer) mentioned that poison ivy is growing near the mailboxes. This will be treated for removal.
- Invitation to Jack Galanek: Jack Galanek, the original developer of Wildwood, should be asked to speak at the Fall meeting to provide a background for the intended use of the property in Wildwood.
- Boat Gate: Fishermen have complained that the gates are closed when they like to fish in the early morning or evening. The gates will remain unlocked for now until we get keys. Keys will be issued only to road and lake dues paying members. (They have a right to lake access.) Only registered boats may be launched, and keys will be made available in the office during normal business hours. Members will be responsible for use of the keys by their guests.

□ **Review of Action Items**

- Non-stickered boats and boats with out-of-date stickers will be dealt with as in minutes.
- Audrey will be asked to contact Jack Galanek about speaking at the Fall meeting.
- Bob Maselek will research the legal issues regarding the use of golf carts.
- The upper and lower tennis courts will be repaired in July.
- Bob Maselek will get in touch with Elaine Strinie regarding his volunteering to help with the children's games at Field Day.

EXECUTIVE SESSION: The Board moved into Executive Session at 11:20 a.m., and the general meeting was resumed at 11:30 a.m

The Board President distributed copies of the "Conflict of Interest Policy" adopted November 2006.

A motion to adjourn was made by Steve Strinie, seconded by Bob Maselek, and approved with no abstentions or objections.

The next meeting of the Board of Directors is scheduled for August 2, 2008 at 9:00 a.m. in the Clubhouse.

Respectfully submitted,
Anne Stone, Secretary

**WILDWOOD PROPERTY OWNERS ASSOCIATION
BOARD MEETING
August 2, 2008**

1. Call to Order

Bill Habelt, President, opened the meeting at 9:05 a.m., and a quorum was established.

Those attending were Bill Habelt, Jean Antinozzi, Len Nelson, Bob Maselek, Steve Strinie, Anne Stone, Bob Ueberbacher, and Teresa Urbinati.

2. Community Forum

Andy Corn of Beetle Road spoke of the following problems, which he has observed:

- People litter with their cigarette butts, bottle caps, and other garbage.
- People drive with excessive speed on our roads. He no longer allows his children, ages 7 and 11, to bicycle on our roads because of the speeding cars.
- Some members of the community disregard the rules about the use of dishwashers and clothes washers, and do not care for their septic systems appropriately.

Andy suggests legal action, more speed bumps, and there a fine for littering. He would be willing to take up a collection for the purchase of more speed bumps.

3. Minutes of July 5 Board Meeting

The minutes regarding Lots #13 and #15 adjoining the Antinozzi property on Beetle Road were corrected to say that the motion was moved by Teresa Urbinati (not Bill Habelt) and seconded by Bob Ueberbacher.

Acceptance of the corrected minutes was moved by Bob Maselek, seconded by Jean Antinozzi, and approved with no abstentions or objections.

4. Reports

Manager's Report: Will Green

The Manager's Reports for May and June were presented.

Items discussed by the Board and Manager included:

- All the loops do not have entrance and exit signs; some only have arrows. It was suggested that all loops might be one way. Some big trucks are unable to go around.
- Blueberry Meadow: the grass has been trimmed around the trees.
- The area around the Field Day activities will be mowed.
- The Otter Pond Weed Pull Contest was cancelled because of a lack of people signing up for it.
- The 4' drawdown at Cranberry Pond is insufficient. It may be possible to get a waiver from the DEP to extend the drawdown permit from three to five years. Bob Maselek will research this possibility. The Department of Fish and Wildlife Management determines the flow rate to be allowed, but the thirty-day time window is too narrow.
- People without timely boat stickers have been notified of the August 1st deadline to remove their boats.
- It was suggested that catamarans could be moved to the main beach.

Property and Management Committee Update: Nick Urbinati, Chair

- Painting of the clubhouse is delayed due to wet weather.
- New doors have been installed.
- Bids have been solicited for the four windows in the back of the Clubhouse.
- Meadow Beach is just about complete. Approximately \$7,000 was save by our staff doing the swales instead of an outside contractor.
- The NOI is submitted for the workshop and Lakeside Beach work.
- The tennis courts will be repaired beginning August 4th, weather permitting.
- Road work is being done.
- The repairs on the chimney are complete.
- Next year the work shed and Otter Pond bathhouse work should be done.

July Treasurer's Report: As presented by Bob Ueberbacher

- In response to the letter to dues delinquent members, one member has paid up, and two members have made partial payments.
- CD's have been transferred. New Alliance Bank has a good return.

District Meetings

- Districts 1 and 2: Teresa Urbinati
 - 10 residents plus Teresa were present.
 - There was concern about catamarans on the beaches taking up much space. Maybe they could be stored at the Main Beach.
 - Maybe there should be a limit of two boats per member on the racks.
 - Maybe racks should be categorized by type of boat
 - A path to the water should be cleared
 - The next Board agenda should include decisions about Fox Den Beach
 - Complaints about the roads were aired by some members. A special composite mix was suggested. (Nick Urbinati invited these members to the Property Management Committee meeting with their suggestions.)
 - There was concern about the exit/entrance signs at the loops.
 - The Fox Den dock is very shallow at the end.
 - The speed limit problem was a big issue.
- Districts 4 and 5: No report.
- Districts 3 and 6: Written report

5. Committees

Nominating Committee: Gert McKay, Chair; Ruth Buchanan, Greg Rota
 President for 2 years, to 2010: Jean Antinozzi
 Secretary for 2 years to 2010: Anne Stone
 District #2: Teresa Urbinati
 District #4: Ruth Buchanan

Lake Committee: Walter Gay

- Walter thanked the Board for their help in regard to the boat washing and weed problem.
- Procedure for use of boats in the lake
 - The locked gate is now functioning and locked.
 - Stones have been placed to prevent people from launching and parking in the main beach area.
 - There will be an agreement to be signed by members with a place for their address and phone number when they receive a key to the gate.
 - The key will be changed every year.

- Members have a deeded right to use Cranberry Pond, but we want to stop people from the outside from putting their boats in our lakes.
- This procedure will be described in the Newsletter and announced at the Annual Meeting.
- Weed Problem in Otter Pond
 - LAPA West has provided information regarding weeds in lakes.
 - Pulling weeds may only be a temporary fix. Permanent removal may require aquatic herbicides, but there is a concern about the safety of introducing herbicides into our waters. The last resort would be to use a hydro rake which would cost at least \$1,500 an acre and would require a Notice of Intent from the Conservation Commission.
 - Scuba diving to remove weeds is recommended by LAPA West. Even if one pulls out the root, a nub is left. The procedure is very slow, and the weeds have to be dragged to the beach. Our scuba diver pulled seven trash bags full in six hours. We have \$360.00 left from the \$600.00 amount authorized by the Board, and this will allow nine more hours. We will then evaluate the effectiveness next year.
 - The draw down is effective in Cranberry Pond, but not Otter Pond.
 - There is a slight rise in the phosphate level this year, but it is not a problem.
 - The release of Liability is to be signed by the scuba diver.

Property Management Committee: Approved minutes of April 5, 2008 were presented. A request was made to the Finance committee for a transfer of funds for the work shed repairs.

Finance Committee: Approved minutes of June 8, 2008 as amended were presented. The committee requested the Board to ask for a vote on the transfer of funds.

5. Old Business

Sale of the Manager's House

- Analysis by accountant was presented.
- The original cost of the Manager's house was \$37,500. The Treasurer reported that we can sell property and reinvest the money up to \$230,000 without losing our non-profit status. We will put on the ballot at the Annual Meeting a request for authorization to sell the house at the market price.
- Should we sell the house with deeded rights at Wildwood? If so, we should put in the deed that the property is subject to payment of dues and all other restrictions.
- There is no lead paint in the house.

Golf Carts:

- This will not be on the ballot at the Annual Meeting.
- Time article of 6/30/08 regarding hazards was presented.

Laundry:

- The plumber is coming to calibrate the meter for one year.
- We will then get recommendations about an appropriate site. The location is a Board decision, but it would depend on a perc test and the size of the field required.
- The perc test at the back of the Manager's house has passed.

Road and Lake Fee Collection: See Treasurer's Report.

Access to Cranberry and Otter Ponds: No new report.

Weed Pull:

- Weed Pull Event cancelled due to lack of interest.
- Scuba Diver: See Lake Committee Report.

6. New Business:

Fall Meeting:

- Tentative Budget Presented. Possible transfer of funds to reduce dues increase.
- Jack Galanek is available to come and tell about his vision and intent for Wildwood. Bill Habelt will talk with him.
- A motion was made by Teresa Urbinati and seconded by Bob Maselek for the proposed budget as recommended by the Finance Committee. All were in favor and there were no abstentions.
- We should have time limits for members speaking at the meeting. Maybe we should have a time clock.
- Conducting Non-Members Meeting Prior to WPOA Annual Meeting: Bob Maselek will lead.

Newsletter Articles:

- Bob Maselek will put in an article about the civic duty of members and the concern about the litter and speeding.
- Gates
- Weed pull
- Thank you to weed pullers at Otter Pond and especially to "Lou Santoro" for weed pull
- Budget (Bob Ueberbacher)
- Publicity about Blueberry Hill (Bill McKay)
- Article about formation of Forest Management Committee asking for volunteers. (Loren Clark, Bob Ueberbacher, and Bill Habelt are suggested for committee.)

Bocce Court: A request has been made for a bocce court.

Restricted Parking Discussed:

- Board members should have their Wildwood stickers visible on their cars or on the dashboard if they use the parking lots.
- The use of guest passes should be clarified.

Correspondence:

- Fire Department thank you letter for \$250.00 received.

Other

- Composite Mix: Concerns have been expressed about the quality of the paving. We may try using the special composite mix for a small area, but there are concerns about it. The Property and Management Committee recommends which roads should be paved.
- Recycling on beaches – members should be reminded to take items for recycling back home with them.
- Security/Enforcement Committee: It was proposed that such a committee be organized. The first step would be to decide what we want to enforce. Brian McGorry, an attorney, has volunteered his time.

7. Other Issues Discussed:

- We have two more speed bumps to install. One will be between the Burghoffs and Corns.
- Nick Urbinati and Bob Maselek are on the town committee for a new firehouse.
- A special thank you will be sent to "Lou Santoro" at Otter Pond for his special effort pulling weeds.

8. Employee Handbook

The draft as edited by Bill Habelt was distributed and will be copied to the Personnel Committee for comments.

9. Code of Ethics

This will be labeled "draft" and copied to the Personnel Committee.

10. Action Items

- Newsletter articles
- Information about Bocce Court (Activity Committee)
- Draft motion about Manager's house (Bob Maselek)
- Thank you letter to "Lou Santoro" for Otter Pond weed pulling.
- Composite Mix to be tried on a small area to evaluate effectiveness.

11. Next Meeting Agenda Items

- Fox Den Beach
- Exit/entrance signs

12. Adjournment

Bob Maselek moved to adjourn, seconded by Steve Strinie, and this was approved with no abstentions or objections. Adjournment was at approximately 12:17 a.m.

Respectfully submitted,

Anne Stone, Secretary

WILDWOOD PROPERTY OWNERS ASSOCIATION BOARD MEETING

August 23, 2008

1. Call to Order

Bill Habelt, Board President, opened the meeting at 9:05 a.m., and a quorum was established.

Other Board members attending were Jean Antinozzi, Greg Massey, Len Nelson, Ray Skibski, Steve Strinie, Anne Stone, Bob Ueberbacher, and Teresa Urbinati. Also attending were Will Greene, Manager; and Nick Urbinati, Chair of the Property Maintenance Committee.

2. Community Forum

- Alan Binder, 22 Thicket Road, requested that the lower part of the old ski slope be cleared for sledding. He suggested that bales of hay could be placed at the foot of the hill, and volunteers might be able to do the clearing.

Discussion: There was general agreement that this sounded like a good idea. Jean Antinozzi offered to help in the clearing.

- Dorothy Toni, 37 Upper Otter Drive, expressed concern about dogs on Main Beach. At one point she observed two dogs who were fighting and could not be pulled apart.

Discussion: The rules prohibiting dogs on the beach need to be enforced. The problem is that there is not a procedure to enforce the rules other than the manager speaking to the dog owners and telling them to remove their dogs. Will reported that one person has been told to remove their dog but refuses to comply. There is a Town of Tolland rule that dogs must be on a leash, but the question was raised whether the volunteer Town of Tolland dog warden would come to private property. Jean Antinozzi will check with her.

- Bill McKay, 12 Otter Pond Trail:

He has noticed water lily weeds in Cranberry Pond similar to those in Otter Pond, and they could become a serious problem.

Discussion: The DEP has limited the drawdown to 4' which is not sufficient to freeze out the weeds in the winter. Will has written a letter to the town about the situation, and Bill Habelt has asked for a waiver. Also, there should be more involvement from the property owners in removing weeds.

Bill Habelt will talk with Walter Gay of the Lake and Environment Committee.

Bill McKay also recommended a third option for the 2009 budget which would be to transfer funds as outlined in the option with no dues increase, but to raise the dues enough to put \$10,000 in the contingency reserve. (Discussion of this option is included in the Treasurer's Report.)

- Elaine Strinie, 59 Slope Road, wondered why the question of allowing golf carts on Wildwood roads was not included in the ballot for the upcoming September Annual Meeting.

Discussion: The general feeling of the Board was that it is premature and divisive to bring this issue to the community at this time.

- Loren Clark, 55 Lakeside Drive, displayed a 1942 aerial map, updated in 1971, which shows 19 structures in Wildwood. He also presented a hand carved walking stick to Bill Habelt in appreciation of his service.

- Susan Moore, 13 Porcupine Point, was concerned about the issuance of guest passes, believes

they should be limited, and that employees should not have guests.

Discussion: Audrey logs the guest passes, but the policy should be updated.

- Dianne Massey, 43 Fiddlehead, emphasized that the guest pass policy should be tightened up.
- Pat Ueberbacher, 62 Chipmunk Crossing, expressed her concerns about security and dogs on the beaches.

3. Minutes of the August 2, 2008 Board Meeting: It was proposed that the minutes be amended to say that the District #1 and #2 joint meeting was also represented by Bob Maselek. A motion was made by Teresa Urbinati to accept the minutes with the proposed amendment. The motion was seconded by Jean Antinozzi and approved. Ray Skibski abstained, and there were no objections.

4. Reports

- Property and Management Committee Update: Nick Urbinati
 - The chimney repairs are complete.
 - The tennis courts are 90% complete, and the basketball hoop has been straightend.
 - The speed bumps are working, and there have been complaints about them.
 - The Clubhouse carpeting work is on hold for a final quote clarifying whether or not the carpeting is fireproof. Prices range from \$2600 to \$3100. Jodi's Floor and Sanding submitted a quote for \$1791 for the floor refinishing.
 - The Tri County bid for road work was originally \$32,000, then revised to \$35,000 with a tentative start date, and then increased by \$2,000. The Lane Company was contacted by Will, and they agreed to do the work within the week for \$33,500.

Will was complimented for saving the Association close to \$4,000.

- Workshop approvals have been received. The cost for removing 12 trees near the maintenance road is \$2,900 and there is sufficient money in the budget to cover this. A motion to approve \$2,900 for additional tree cutting for the maintenance road was moved by Greg Massey, seconded by Len Nelson, and approved with no abstentions or objections.
- Culverts were improved on Porcupine Point. A vibrator soil compactor is needed for culvert work. Rental fees are \$500, but road fee funds could be used to purchase one. Len Nelson made a motion to approve \$1600 to purchase a vibrator soil compactor. The motion was seconded by Teresa Urbinati, and approved with no abstentions or objections.
- Other roads which might be paved are the Grove, Upper Otter, and Cottontail.
- If the laundromat is placed in the Clubhouse basement, an access driveway to the back of the Clubhouse could be developed. There would be enough money in the laundromat reserves for this expenditure.
- Damage to a private driveway caused by a plugged culvert was repaired, and the problem could be permanently solved by tilting the road. The cost to reconstruct the road to tilt it would be about \$17,000.
- The long term plan for paving the roads is to delay paving those roads where there is ongoing construction of new homes.

• Treasurer's Report

Two options for the dues in 2009 will be presented at the Annual Meeting. One is for a raise in dues of 14%. The other would be for no dues increase, to be achieved by transferring funds from the

inactive reserve accounts for land acquisition and the manager's house to the operating account. A third option would be to add \$10,000 to the General Contingency Reserve account which would result in a 2.65% raise in the dues. If we face an increase in dues in the year 2010, these funds could be used to offset some of the proposed increase.

- Committees

- The Property and Management Committee minutes were accepted.
- A Security Committee will be formed to set policy, with members to be chosen by the Board.

5. Old Business

- Manager's House: see the laundry facility update

- Laundry Facility Update:

The laundry consultant, Matt Puntin of S-K Design, met with Bill Habelt, Bob Ueberbacher, and Dick Lawrence to review the options for the placement of the laundry: the existing location, the clubhouse basement, the manager's house, and the baseball field. Main review concerns were the suitability of the existing well or the lack of a well at that site, the percolation test, heating costs, space for machines, and total cost.

Present location: \$50,000 to \$60,000 estimated cost. The existing laundry building foundation could be used, and the construction might be classified as a repair rather than new. The leach field is too close to the groundwater and percs poorly; a pipe would have to be installed to carry the waste water to a new leach field in the woods southwest of the clubhouse, and a pump might be necessary. The existing well could be used, security would remain as now, but the building would be expensive to heat.

Clubhouse Basement: \$25,000 - \$30,000 estimate, might be classified as a repair.

The leach field would be in the woods southwest of the clubhouse, a pump system might not be needed, and there would be enough space for three to five machines. With repairs, the building would be satisfactory. There is an existing well which is adequate. Heating would be relatively inexpensive, and there would be reasonable security.

Manager's House: \$50,000 - \$60,000 estimate, might be called a repair rather than new. Needs a new septic system and a pump system; there is water supply and electrical power. Isolated location is a security problem.

Baseball Field: \$100,000 estimate, would be classified as a new facility.

Town permits would be required, an access road and a parking lot would be necessary, electrical power would need to be brought in, a new well would be necessary, and security could be an issue.

Jean Antinozzi moved that S/K Design should be secured to proceed with a topographic design for the clubhouse location. The motion was seconded and approved with no abstentions or objections.

- Road and Lake Fee Collection: Bob Ueberbacher

Three or four delinquent property owners have paid in full and some have made partial payments.

The next step would be to meet with the WPOA lawyer and determine the obstacles and cost for suing delinquent property owners.

The Association does not have to go to court to put a lien on the property of CC&R signers property.

- Consideration of Employee Handbook

Jean Antinozzi moved that the employee handbook be approved; the motion was seconded by Greg Massey and approved with no abstentions or objections.

Greg Massey will look into whether or not we have insurance against lawsuits by employees.

- Consideration of Code of Conduct Policy: Bob Maselek moved that the Code of Conduct Policy be approved. Jean Antinozzi seconded the motion and it passed with no abstentions or objections.

The personnel committee recommends that employees sign the code of conduct policy when they receive it. It was also suggested that this should be included in a packet to new Board members.

- Weed Pull and Scuba Diver: In order to complete the planned weed pull in Otter Pond, additional time for the scuba diver is necessary at a cost of \$120.

A motion was made by Jean Antinozzi and seconded by Steve Strinie to approve an additional \$120 for the scuba diver. There were no abstentions or objections

6. New Business

- Fall Meeting

The regular meeting of the WPOA members will convene with a motion to move reserve accounts for land acquisition and the property managers' house to the operating account.

This meeting will then be recessed, and the meeting of the non-members of the WPOA will be convened to vote on the road and lake fees.

The regular meeting of the WPOA members will be resumed with comments of Jack Galanek, the original Wildwood developer.

- Letter to owner regarding lot appearance: a letter was sent that the owner should clear up the brush and pile of stumps and should remove the backhoe.

- Correspondence Received

Letter regarding adjoining lots: Bob and Pat Ueberbacher requested that their lot on Woodchuck Hollow which is across the road from their house on Chipmunk Crossing be reclassified to "contiguous" because these lots have a common corner.

E-mail from Sue Moore with a request for records:

Mark Bluver, of the law firm of Shatz, Schwatz, and Fentin issued a legal opinion on August 29, 2006, that the Association is not obligated to release written material, including meeting notes, which are part of the Board's ongoing deliberations. Sue Moore is being notified that the minutes of the July Board meeting are posted and available in the office, and that notes and conversations of members of the Board of Directors are not available.

Letter regarding Stones Throw Drainage: request by homeowners requesting repair and paving of the road. Heavy rains cause serious erosion problems.

Two letters regarding security and outsiders in Wildwood: Concerns were expressed and suggestions made to reduce the number of outsiders entering Wildwood.

E-mail from an attendee who attended the District 3 & 6 combined meeting:

Suggestions were made about concerns heard at the meeting regarding cars parked at the beaches that do not have WW stickers; about too many watercraft

on the beach areas without valid stickers; and about guest passes being given out too liberally.

E-mail from a property owner with a suggestion for the future use of the existing laundry building: if the laundry building is no longer used in that context in the future, it could be converted to a storage shed.

Letter requesting handicapped access to Main Beach:

A request was made for a key to the gate to allow a car with a handicapped sticker to be driven onto the beach.

The Board agreed that this request should be honored, but the car should then be removed after access.

- Other

Ski slope: it was brought up that from the point of risk management that sledding on the old ski slope is safer than from many other places.

Request to send letter to town re Beetle Road: Jean Antinozzi would like a letter to be written to the town stating that the WPOA has no intention of opening up and using that portion of Beetle Road which has been abandoned by the town.

Suggestions of Steve Strinie, a retiring Board member: The Board President should receive some sort of compensation; we should use the expertise of Association members; we should take a survey of our equipment; we should consider whether the Board should continue to operate in the same way in view of the increasing number of WPOA members; and there should not be retribution for disagreement.

8. Executive Session:

An executive session was convened at 12:30 p.m. to discuss the Ueberbachers' request to reclassify their lots on Woodchuck Hollow and Chipmunk Crossing which have a common corner as contiguous.

The Executive Session was closed at 12:40 p.m.

A motion was made by Jean Antinozzi and seconded by Steve Strinie to reclassify the Ueberbacher lots with common corners as contiguous, with the associated "adjacent lot" fee for the Woodchuck Hollow lot to be effective commencing in 2009. The motion passed with no abstentions or objections.

9. Review of Action Items

A letter will be sent to the members whose daughter refuses to take her dog off the beach stating that no dogs are allowed on the beach, and a copy of the letter will be sent to the dog owner. Will Greene should talk with Hank about the policy.

10. Adjournment

A motion was made by Steve Strinie and seconded by Jean Antinozzi to adjourn. There were no abstentions or objections, and the meeting adjourned at 12:45 p.m.

Respectfully submitted,

Anne Stone, Secretary

**WILDWOOD PROPERTY OWNERS ASSOCIATION
SPECIAL BOARD MEETING**

September 6, 2008

1. Call to Order

Bill Habelt, Board President, opened the meeting at 8:40 a.m., and a quorum was established.

Other Board members present were Jean Antinozzi, Dianne Massey, Bob Maselek, Ray Skibski, Steve Strinie, Anne Stone, and Bob Ueberbacher.

2. Discussion of action regarding Main Beach incident on Monday, September 1, 2008

The instance of a dog on the beach whose owner refused to comply with the lifeguard's instructions to remove the dog and the ensuing altercation with the lifeguard, observed by two Board members, was discussed.

The dog owner is the daughter of WPOA members. Questions to consider include "what constitutes the beach," and "what to do when an owner or guest consistently brings a dog to the beach."

A letter from the Board of Directors about enforcement of the rule "Pets are not allowed on WPOA beaches" was sent to the members with a copy to their daughter, the dog owner.

On August 23rd, the WPOA manager spoke to the dog owner about the dog on the beach, at which time the dog owner stated that she has been bringing the dog to the

beach for several years, and the rule had not been enforced in the past.

A notice was included in the latest WPOA Newsletter about the rule regarding dogs on the beaches.

Discussion

Docks on the beaches for boat launching are considered part of the beach. The problem has been mainly on the Main Beach. The purpose of the rule is to protect the people on the beach. The town has no authority over WPOA rules. The Board interprets the beaches to include the abutting picnic area.

A motion was made by Dianne Massey and seconded by Bob Maselek that the Board interprets the beaches to include not only the sandy area, but also the abutting picnic area. Dogs are allowed access to the lake on the ROWS and boat launch area for transfer to a boat. The motion was approved with no abstentions and with Ray Skibski opposed.

The Board intends to enforce the rules between Memorial Day and Labor Day.

The question was raised of how to deal with the town for police officer involvement. A police report regarding the incident stated that the dog owner agreed not to let the incident happen again. The lifeguard's responsibility includes control of the beach. A procedure should be written about dealing with enforcement of the rules about pets on the beach.

3. Executive Session

The executive session was opened at 9:30 a.m. with all members except Jean Antinozzi present. Hank was not informed of the executive session. He is a full time resident and certified lifeguard employed from Memorial Day through Labor Day.

The executive session was closed at 10:15 a.m.

A motion was made by Bob Maselek and seconded by Bob Ueberbacher to write a letter to Hank Elliot with praise for his lifeguarding abilities and with remedial action regarding the incident on the beach. The letter is to be placed in his personnel file. The motion was passed with no abstentions or objections.

5. Adjournment

It was moved and seconded to adjourn the meeting at 10:20 with no abstentions or objections.

Respectfully submitted,

Anne Stone, Secretary.

**WILDWOOD PROPERTY OWNERS ASSOCIATION
SPECIAL BOARD MEETING**

September 20, 2008

Call to Order:

Bill Habelt, Board President, opened the meeting at 10:10 a.m., and a quorum was established.

Other Board members present were Jean Antinozzi, Bob Maselek, Diane Massey, Len Nelson, Ray Skibski, Anne Stone, Bob Ueberbacher, Teresa Urbinati; and Will Greene, Manager

Community Forum: There were no community forum members present.

1. Ratification of appointments for Security and Enforcement Committee: Bill Habelt

proposed the following members:

Brian McGorry, Chair

Diane Massey, Board Representative

Rob Guyette

Allen Liberman

Julie Skibski

Teresa Urbinati

Will Green, non-voting management representative

The committee is a permanent standing committee, which is being reactivated. The purpose of this committee is to review rules and regulations and member petitions for change and enforcement action, and the committee makes its recommendations to the Board. The committee has the option of adding members if it so chooses.

Len Nelson moved the ratification of the appointment of the Chair and Members of the Security and Enforcement Committee as proposed. The motion was seconded by Bob Maselek and approved with Bob Ueberbacher opposed. There were no abstentions.

2. Directions to Security and Enforcement Committee Regarding Short Term

Objectives:

Discussion as to what is the problem:

A report of the monitoring of visitors at the main entrance on August 9th revealed that most guests did not have passes, and a few were turned away.

There is a question about the agreement with the town regarding whether or not Beetle Road is a public road.

There have been instances in the past when Will has been confronted by outside groups who have knowingly trespassed into Wildwood.

It was mentioned that owners should obtain passes for guests in advance.

The question was raised as to how to keep out non-members, who are not valid guests of members.

Bob Maselek will inform Brian McGorry about the new rule regarding dogs on the beaches.

3. **Posting/Removing Contractors from the Website List:**

There have been objections when contractor's names have been removed from the list of available contractors on the Wildwood web site. The Board decided that we will not differentiate among contractors who would like to be on the list. The web master, Karl Ellison, will be notified to put in a disclaimer that the list does not constitute endorsement by the Wildwood Property Owners Association.

There is a fee for advertising on the website, including copies of calling cards, but not just for names of contractors on the list.

4. **Other:**

Correspondence

A letter from the Wildwood Property Owners Association was sent to the Tolland Conservation Commission on September 6th requesting modification of the Order of Conditions for Cranberry and Otter Pond annual Maintenance Activities DEP File Number 306-0031. We are requesting permission for a greater drawdown in water level during the annual drawdown at each of Cranberry and Otter Ponds.

An e-mail was received on September 8th from Allen Liberman expressing concern about non-Wildwooders on our property using our facilities. He included suggestions about displaying stickers and other measures to limit the situation.

An e-mail was received September 16th from Elaine Strinie with her resignation as Chairperson of the Activities Committee.

An e-mail was received on September 19th from Susan Moore with her resignation from the various Boards on which she is a member.

- Members who do not pay dues are not entitled to use of the campground.

A cable should be put across the entrance to keep people out who are not entitled to use the campgrounds.

- Bob Maselek brought to the attention of the Board that there is a Bicentennial Committee in the town of Tolland to celebrate the milestone. There will be two to three months of activities in the summer of 2010 for the event including a parade and floats. Various groups are encouraged to participate by putting on events, and there will be historical lectures as well.
- **Diane Massey moved to accept the resignation of Elaine Strinie as Chair of the Activities Committee. The motion was seconded by Bob Ueberbacher and carried with no abstentions or objections.** (This is an ad hoc committee.) A letter will be sent to her thanking her for her service, and it will be mentioned in the Newsletter.
- **A motion was made to mark off and clear the trees at the bottom of of the ski slope to open up the area for sledding.** It was noted that that the volunteers would not be using Association tools. **The motion was seconded by Bob Maselek and carried with no abstentions or objections.**
- Bob Maselek will put an article in the Newsletter that members should usually address their concerns to their District Director rather than directly to the Board of Directors.

Adjournment: Bob Maselek moved and Bob Ueberbacher seconded a motion to adjourn. The motion carried with no abstentions or objections.

Adjournment was at 11:10 a.m.

Respectfully submitted,

Anne Stone,

Secretary

WILDWOOD PROPERTY OWNERS ASSOCIATION

SPECIAL BOARD MEETING

September 6, 2008

1. Call to Order

Bill Habelt, Board President, opened the meeting at 8:40 a.m., and a quorum was established.

Other Board members present were Jean Antinozzi, Dianne Massey, Bob Maselek, Ray Skibski, Steve Strinie, Anne Stone, and Bob Ueberbacher.

2. Discussion of action regarding Main Beach incident on Monday, September 1, 2008

The instance of a dog on the beach whose owner refused to comply with the lifeguard's instructions to remove the dog and the ensuing altercation with the lifeguard, observed by two Board members, was discussed.

The dog owner is the daughter of WPOA members. Questions to consider include "what constitutes the beach," and "what to do when an owner or guest consistently brings a dog to the beach."

A letter from the Board of Directors about enforcement of the rule "Pets are not allowed on WPOA beaches" was sent to the members with a copy to their daughter, the dog owner.

On August 23rd, the WPOA manager spoke to the dog owner about the dog on the beach, at which time the dog owner stated that she has been bringing the dog to the beach for several years, and the rule had not been enforced in the past.

A notice was included in the latest WPOA Newsletter about the rule regarding dogs on the beaches.

Discussion

Docks on the beaches for boat launching are considered part of the beach. The problem has been mainly on the Main Beach. The purpose of the rule is to protect the people on the beach. The town has no authority over WPOA rules. The Board interprets the beaches to include the abutting picnic area.

A motion was made by Dianne Massey and seconded by Bob Maselek that the Board interprets the beaches to include not only the sandy area, but also the abutting picnic area. Dogs are allowed access to the lake on the ROWS and boat launch area for transfer to a boat. The motion was approved with no abstentions and with Ray Skibski opposed.

The Board intends to enforce the rules between Memorial Day and Labor Day.

The question was raised of how to deal with the town for police officer involvement. A police report regarding the incident stated that the dog owner agreed not to let the incident happen again. The lifeguard's responsibility includes control of the beach. A procedure should be written about dealing with enforcement of the rules

about pets on the beach.

3. Executive Session

The executive session was opened at 9:30 a.m. with all members except Jean Antinozzi present. Hank was not informed of the executive session. He is a full time resident and certified lifeguard employed from Memorial Day through Labor Day.

The executive session was closed at 10:15 a.m.

A motion was made by Bob Maselek and seconded by Bob Ueberbacher to write a letter to Hank Elliot with praise for his lifeguarding abilities and with remedial action regarding the incident on the beach. The letter is to be placed in his personnel file. The motion was passed with no abstentions or objections.

5. Adjournment

It was moved and seconded to adjourn the meeting at 10:20 with no abstentions or objections.

Respectfully submitted,

Anne Stone, Secretary.

WILDWOOD PROPERTY OWNERS ASSOCIATION BOARD MEETING
October 11, 2008

1. Call to Order

Jean Antinozzi, Board President, opened the meeting at 9:02 a.m. A quorum was established.

Other Board members attending were: Ruth Buchanan, Greg Massey, Bob Maselek, Len Nelson, Ann Skibski, Anne Stone, and Bob Ueberbacher.

Also attending were Alan Binder, 38 Thicket Road; Loren Clark, 11 Lakeside Drive; and Will Greene, Manager.

2. Community Forum

Alan Binder thanked the Board for its support for the development of a sledding hill from the old ski slope, and he introduced Loren Clark to make a presentation about it.

Loren distributed a copy of a map showing the relationship of the old ski slope to the rest of the property at Wildwood. The original 1932 map is no longer in print.

Recommendations include:

- Cutting out the underbrush for a path
- Cut out small brush and saplings
- Using a contractor for clearing because it would take 4 – 6 people six weeks to clear the area when a contractor could do it in 3 – 4 days.
- Obtain volunteer donations for the contractor's work although Loren would put the money up front at his own risk.

A quote from Charles Chunglo is expected by October 25th, and the Board agreed to go along with Loren's offer with thanks. A letter will be e-mailed to the community regarding the plans for the hill and requesting donations for the work.

3. Approval of Previous Meeting Minutes:

- August 23rd regular Board meeting minutes with the correction of a typographical error: abstentions by those not present were Ann Skibski and Ruth Buchanan
- September 6th special Board meeting: abstentions by those not present were Len Nelson, Greg Massey, Ruth Buchanan and Ann Skibski.
- September 20th: abstentions by those not present were Ann Skibski, Ruth Buchanan, and Greg Massey.

4. Reports

- Manager's September Report was provided and discussed. (August report was unavailable).

A wash-out on Meadow Road near Porcupine Point was caused by water coming down from Meadow Road. The property owner affected will install two culverts to divert the water in the future. The property owner will pay his private contractor to do the work. A motion was made by Bob Maselek, seconded by Greg Massey and approved for the WPOA to provide the material for the two culverts. There were no abstentions or objections.

- Property Management Committee: no report

In response to the request by Elaine Strinie to investigate the use of chip sealing, the Assistant Manager, Wes Greene, submitted a report about the efficacy of chip sealing; this type of sealing was deemed unsuitable for Wildwood Roads and we will not go forward with it. A response will be sent to Elaine.

There is a shortage of road salt. Will ordered our salt early so we hope we will receive timely delivery. Calcium chloride may be substituted if necessary, but this may also be in short supply.

- Treasurer's Reports for August and September: Bob Ueberbacher presented these reports. Revenues are satisfactory.

2 CD's came due: one was rolled over, and the other was put in and out of the operating account.

Discussion:

Wells Fargo bank bought out Wachovia and is strong. FDIC protection has been extended to \$250,000.

Delinquency rate may go up due to problems in the economy. If necessary, we may have to cut back on expenditures, and we should provide guidelines for this possibility. It was suggested that people be encouraged to receive the Newsletter electronically, and we might put such a suggestion with a check-off box when the 2009 bills are sent out.

There are more people on the list who need reminder letters about late dues payments. There should be an article in the Newsletter saying that if members anticipate problems with timely payments, they should talk to someone on the Board about it.

- District Directors: no reports.

- Committees:

Lake and Environment:

The September 21, 2008 minutes were presented by Walter and Betsy Gay, Co-Chairs.

The Nutrient Test Results were also presented. We are reminded of the importance of being vigilant about keeping nitrogen and phosphorous compounds low by not using fertilizers or phosphate detergents, by proper care of septic systems, by recognizing the importance of buffer zones and by using silt barriers where soil is disturbed.

Bob Ueberbacher reported that a state forester inspected our forest and will give recommendations. The state looks at the long term health of the forest. Wildwood is becoming an old forest area. It may be wise to remove old growth over time, and the sale of the wood could bring in about \$10,000 per ten year periods.

5. Old Business

- Lake Drawdown: At their September 26th meeting the DEP approved extending the drawdown (beginning October 15th) to December 1st if there is no more than 1" of ice. The draw down may not exceed 1-1/2" per day. Will has the measuring procedure.

- Long Standing Road and Lake Fee Collections:

There has been little response to letters sent to residents in delinquency of long standing.

This problem will be placed on next month's agenda.

- Employee Handbook: Bob Maselek will get attorney comments on the personnel handbook to the Personnel Committee.

6. New Business

- Appointment of Vice President for Remaining Term to 2009: Jean Antinozzi recommended Teresa Urbinati to fill the vacated position previously held by Jean. Bob Maselek moved, Len Nelson, seconded, and Teresa Urbinati was unanimously approved as the new Vice President.
- Replacement of Teresa Urbinatti as District #2 Representative: Ernie Zike and Mark Harutunian have been suggested for the next district #2 representative, and both have indicated their willingness to serve. The nominating committee will be asked to send the nominating form to them.
- Manager's House Sale, Property Lines: Discussion of letter from town assessor's office deferred until next Board meeting.
- MA Department of Environmental Protection Violation (Enforcement Order):
The NOI request was approved with conditions for the workshop area and Lakeside Beach. The NOI approval was prepared by Berkshire Engineering. The silt fence which was required was not installed, and 51 trees were taken down when only three were approved.

Will Greene, Manager, explained that he was not familiar with the NOI process, and did not read the approval carefully. The trees to be taken down were not marked, and there was confusion by the contractor when he took down the 51 trees, including some that he was told not to remove. There was also confusion because an expenditure of \$2900 had previously been approved by the Board for the removal of twelve trees near the power line as identified by Will and Nick Urbinatti, Chair of the Property and Management Committee. Will accepted the responsibility for the violation. The contractor has saved us money in the past because he has had the best prices.

The silt fence has been erected, and the area has been seeded and mulched. Native trees such as laurel and pine will be used to replace the trees.

The WPOA was given until November 6th to provide a plan of action to remedy the situation. Bob Maselek will work with Will to prepare the response which will then be reviewed with Bob Ueberbacher and Jean Antinozzi.

Will submitted an outline of steps he will take in the future concerning Conservation/DEP permits.

- Public Water Systems Report and Findings: This report of the Massachusetts DEP/DWP was received after an inspection date of September 11, 2008. The deadlines for taking correction actions were noted. Tom Kennedy has been the long time contractor for our wells. Bob Maselek will prepare a written plan.

- Hughesnet vs Verizon DSL

A comparison was presented for selection of Hughesnet or Verizon DSL.

Option #1 Hughesnet: total cost of \$1,120.00 for the remainder of the contract (14 months).

Option #2 Verizon DSL total cost of \$939.00 for 14 months, including Hughesnet cancellation fee. Jean has a router she will donate.

Greg Massey moved, seconded by Bob Maselek that we cancel the Hughesnet contract at the end of the month and change to Verizon DSL for a total cost of \$969.00. The motion was unanimously approved.

- Board of Directors Listing: This was distributed

- Committee Listing: A list of all the committees was distributed It was noted that the standing committees are required to submit their minutes to the Board.

- Correspondence Received:

Letter from homeowner dated September 19th expressing concern about the definition of the beach to include the area between the dock and the grassy area, which would preclude dogs from being there.

Letter from Ann Fazi dated September 30th.

The hemlock wooly adelgid problem is fairly prevalent in Wildwood, and she suggests not going forward with the treatment of a few individual trees as previously planned. She will write an article in the Newsletter to homeowners about their trees, and she will monitor the infestations.

She requests \$75 to purchase a bulletin board for posting environmental articles. (Jean will donate the bulletin board.)

She would like permission to improve the condition of the library.

She requests removing the new speed bumps because they are too high for economy cars at the slowest speed possible and can damage the undercarriage.

Letter from homeowner dated October 9th complaining about a key given to the gate at Main Beach to a person in delinquency of lake dues.

(We will follow up with information about the status of his dues.)

- Correspondence Sent

Certified letter to a lot owner, received September 6th, requesting removal of construction equipment, brush pile and stump pile from vacant lot.

7. Review of Action Items: attached

8. Executive Session: not held

9. Adjournment: The meeting was adjourned at 11:21 a.m. The next meeting is scheduled for November 1st at 9:30 a.m.

Respectfully submitted,

Anne Stone, Secretary

WILDWOOD PROPERTY OWNERS ASSOCIATION BOARD MEETING

November 1, 2008

1. Call to Order

Jean Antinozzi, Board President, opened the meeting at 10:50 a.m. A quorum was established.

Other Board members attending were: Ruth Buchanan, Bob Maselek, Len Nelson, Ray Skibski, Anne Stone, Bob Ueberbacher, and Teresa Urbinati.

Also attending were Ernie Zike (voted in as District #2 representative later in the Meeting); Loren Clark; and Will Greene, Manager.

2. Community Forum: No one present.

3. Approval of Minutes: **Len Nelson moved and Bob Maselek seconded approval of the October 11, 2008 minutes with attachments of the Action Items listed on October 11 and Nov. 1, 2008.** Action items were corrected to read that we will not go forward with the chip sealing. **The motion was approved with Teresa Urbinati abstaining, and no objections.**

4. Reports

Manager's Reports: Written reports for August and October were presented by Will Greene, Manager.

Loose floating island: Will hopes to float it over to the beach for removal. It will be included in the NOI drawdown packet.

Failed inspection stickers for 03 pick-up truck and '97 dump truck: Minor problems will be remedied on a timely basis.

Clubhouse roof: A contractor, Ray White, noticed while he was doing repairs at the Clubhouse that the roof is need of replacement. Will will ask Ray for recommendations for the repair and a quote, and Will will get two additional quotes with full detail. There is now a single layer of shingles on a twenty year roof.. Will suggested we consider metal as well as asphalt roofing.

Property Management: There was no report because the committee has not met since the last Board meeting.

Treasurer's Report:

Current delinquencies: 2008 dues collections are 93% paid. This percentage should be higher at this time. Letters have gone out to those members who are in arrears.

Temperature control in the laundry: The thermostat will be encased to prevent tampering which has caused higher temperatures and excessive heating bills.

C.D's: We are receiving a good rate on our C.D.'s.

Delinquent dues of two to three years outstanding: We will discuss at a subsequent Board meeting how to proceed with collections. As a first step, Audrey will be asked to prepare a list of members in delinquency. The district directors should then contact the delinquents in their district referencing the appropriate rules/regulations. We should also look into recommendations for a collection lawyer. Ernie will check with Jerry Devokaitis for the process used in the past. It was noted that we can call the state police to deal with non-members who are trespassing and refuse to leave the premises.

The miscellaneous revenue of \$11,239 was mainly due to the sale of a lot, the truck for \$2200, and the roller for \$500.

District Directors:

Bob Maselek from District #1 reported that we have a problem at Fox Den Beach. with the large number of people at the small beach. This beach is used mainly by Districts #1 and #2. There was a count of 80 people at the beach one day this summer. There are also two large catamarans stored at the beach resulting in difficult access to the beach for others. This situation will be discussed at the next Board meeting.

Building Review Committee

Ruth Buchanan, Chair, reported that there is a need to look at the rate formula for the retainer fee for building activity. The fee is based on square footage.

The East Otter road repair on a recent property cost \$490.50, based on the cost of the material, equipment, and man hours. However, only \$322.56 has been collected which leaves a balance of \$177.94 still owed. **A motion was made by Teresa Urbinati and seconded by Bob Maselek to send an invoice to the owner and include photos of the work which was done. The motion was approved with no abstentions or objections.**

5. OLD BUSINESS

Lake Drawdown Date: The recording of the drawdown has been completed.

Road and Lake Fee Collection: This was discussed with the Treasurer's report.

- Employee Handbook: The review was deferred until the next meeting
- Letter to Owner Regarding Lot Appearance Follow-up: The was deferred until the next meeting. (Rule #3 forbids an unregistered motor vehicle on any lot.)
- Public Water Systems Report: Response will be completed by November 30th deadline.
- Massachusetts Department of Environmental Protection Violation: Will submitted a first draft. Bob Maselek will work with Will on the letter and will have second draft by Monday, November 3rd. The response is due by Thursday. The second draft will include more details including a diagram with a description of the trees to be planted and a picture of the silt fence. There will be a time line for the steps to be taken and a reason for the request to change the order regarding the tree stumps.
- Verizon/Hughes Update: The Verizon Service was ordered with an installation date of November 10th.
- Slope Sled Project Update:

Loren Clark reported that the Cal Chunglo Tractor Service worked nine hours to clear the old ski slope. Will has completed marking the property line. They were unable to clear the top area because of ledge, and if this area is cleared it must be done by hand. (It was later noted during this meeting that the top area was not to be cleared, anyway.) The estimate was for seven hours work with the tractor for \$875.00. and there is an additional charge of \$230.00 for the extra two hours work. Funds were advanced by Loren

6. New Business

- Appointment of District #2 Director: **A motion was made by Teresa Urbinati and seconded by Len Nelson to appoint Ernie Zike to fill the position vacated by Teresa for the term ending in 2011. The motion was unanimously approved with no objections or abstentions.**
- Manager's House: We will go forward at this time to clear up the mistake in the property line as brought to our attention by the Tolland Board of Assessors. Will will get a price for a surveyor.
- Sale of Manager's House: We will ask for another market analysis from the same realtor who provided the earlier one. We will advertise in the newsletter for an offer for the property on a "as is" cash sale only.
- New Logo Copyright: Bob Maselek will research this.
- Correspondence Received: None
- Correspondence Sent: Letters were sent to the following:

Ann Fazi: Her letter of October 8th was acknowledged with thanks for volunteering to contribute articles to the newsletter about the woolly adelgid, plans to erect a bulletin board to be donated by Jean Antinozzi, and permission, with thanks, to improve the

community library. It was noted that the speed bump problem will be addressed in the spring.

Elaine Strinie: Letter stating that chip sealing is not recommended for our roads and will not be done.

Sue Voudren: Letter enclosing \$100.00 donation to the Southwick Recreation Center in memory of the tragic death of her granddaughter, Sammy Prokop. This had been authorized by a majority vote by e-mail.

Other:

Laundry: S and K Design

- o The proposed septic system is satisfactory for the Clubhouse location
- o We provided the water usage information.
- o A NOI is not needed.
- o They appear to be slow in their performance. Bob Ueberbacher will contact them to expedite their work.
- o The contract was for \$13,920. There appears to be a discrepancy in their invoice, which we will have corrected.

Property and Management: Nick Urbinati, Chair will be invited to the next Board meeting to explain the basis for subcontracting. We will also discuss prioritizing of projects according to emergency, current need, and cosmetic considerations.

Tree Cutting Rules: Bob Maselek will write an article for the next newsletter regarding the rules #12 and #32 for cutting down trees.

7. Review of Action Items: Attached

8. Adjournment: The meeting was adjourned at 1:22 p.m. by unanimous consent.

The next WPOA meeting will be held on Saturday, November 29 at 9:30 a.m.

Respectfully submitted,

Anne Stone, Secretary

WILDWOOD PROPERTY OWNERS ASSOCIATION BOARD MEETING
November 29, 2008

1. Call to Order

Jean Antinozzi, Board President, opened the meeting at 9:32 a.m. A quorum was established.

Other Board members attending were: Bob Maselek, Len Nelson, Ray Skibski, Anne Stone, Bob Ueberbacher, and Teresa Urbinati.

Also attending were: Nick Urbinati, Property and Management Chair; and Will Greene, Manager.

2. Community Forum: Alan Binder reported progress on the sledding hill.

- Volunteers (including Alan, Bob Maselek, and Greg Massey) have been working on the hill and the area has been opened up. The wood and brush debris will have to be burned in a fire pit at the site because it is not possible to maneuver the chipper into the area. Will is going to call the fire chief for a fire date.

- Mark Hartunian has reproduced the survey map of 1944.

- Parking is limited at the lower part of the area. In order to park at the top, there is insufficient turnaround space to go out, and cars would have to back down to Ridge Road. (The possibility of expanding this area for parking will be discussed at the next Board meeting.)

- Total expenditures so far are \$1105, advanced by Loren Clark. This includes the latest additional expenditure of \$230.00 for winterized seed which has been broadcast over one-half of the area. One donation has been received to date for \$300.00. Bob Maselek will put an article in the newsletter about the hill with a request for donations.

3. Approval of November 1, 2008 Minutes: A correction was made that Sammy Prokop was the granddaughter, not grandson, of Sue Voudren. Teresa Urbinati moved and Bob Maselek seconded approval of the November 1, 2008 minutes as corrected with the attachment of the Action Items. The motion was approved with no abstentions or objections.

4. Reports

- Manager's Report: submitted for November 1 -28, 2008.

The NOI (Notice of Intent) meeting with the Conservation Commission meeting regarding the deficiencies at the workshop area was held as scheduled. The Commission agreed with the plans and recommendations for compliance as described in our response to them.

- Property Management: Nick Urbinati, Chair

- . Need for outside contractors: the following response was provided to a question at the fall Annual Meeting, "Why do we need so many outside contractors?"

- . Tree cutting: when trees near power lines need to be cut, we put this work out to bid. (Will and Wes cut the other trees.);

- . Vacuuming of culverts: we do not have a vacuum that can be used on wet

leaves, and also after a big rainstorm Will and Wes do not have time for all the clean-up work.

. RDA (Request for Determination of Applicability): to be submitted for teardown and construction of bathhouse at Otter Pond and containment of sand necessary for foundation; we will also ask if we may cut down trees at Lakeside Beach.

. Approvals: for foundation slabs for the workshop, tar and stump removal on workshop road were discussed.

. Lakeside Beach: repairs planned to bath house foundation, railings and stairs.

. Porcupine Point: culverts need work.

. Cottontail Lane: a large ditch on the side should be filled with stones. The Board agreed to make this a priority item.

. Replaced clubhouse windows and doors: these will be reused in other projects.

. Newsletter article: people should make their complaints to their District Director, and the report should include the name of the person making the complaint.

• Treasurer's Report: Bob Ueberbacher presented the October 31st report and the November report through November 26th.

. Rate of collections: usually we are 98% paid-up by the end of October, but we now have \$27,596 outstanding on budgeted dues of \$388,634 (93%).

. Reporting changes in the reserve account: commencing in January

. multiple line items for one category will be combined. The combined items will be detailed in the budget making process.

. the balance of two line items will be transferred to other categories: the "manager's house" and the "land acquisition" accounts will be moved to "bathhouses" and "work shed."

. A Demographics Report as of September 15, 2005: was provided showing the number of the 572 Wildwood lots owned by category: private, WPOA, and Town of Tolland. Shown for the year 2005 were the number of owners paying full dues, road and lake only, owners in arrears, and owners not paid in years. Also shown were the assumptions of lot ownership for dues structures for the years 2002 to 2006 by category of full paying, road and lake, contiguous, and non-contiguous.

• District Directors: no reports

• Committees:

. Lake and Environment Committee: Walter Gay, Co-Chair

A new test protocol for deep water has been established requiring weekly reporting rather than monthly reporting. We have contracted with Environmental Labs for this testing at a cost of \$2800. Coliform test results were submitted monthly from 1996 through 2007, and weekly from May through September of this year. There were high results in June, but this is believed to have been due to

wash-outs caused by heavy rain; the results were low for the rest of the summer. The State Department of Public Health has informed us that we may apply for a variance from the new test protocol after the completion of two years of testing..

. Safety and Security Committee: Brian McGorry, Chair submitted the committee recommendations along with the Manager's Security Reports. Concerns under consideration include:

- . identification of people as well as educating the members of the community to be cooperative when asked for identification,
- . enhancement of the system of reporting incidents,
- . prosecution of offenders including determination of officer liability,
- . development of written procedures regarding security
- . researching the practicality and cost of video recording: Bob Maselek will work with Brian on this issue.

A letter will be drafted to go with the annual billing mailing regarding security issues.

. Documents Committee: Teresa Urbinati

- . minutes of the August 23rd meeting were submitted.
- . the 1998 CCR (Covenants, Conditions and Restrictions): it is not clear whether or not the document is binding because it was not ratified by a two thirds vote.
- . Audrey (Administrative Assistant), Bob Maselek, Jean Antinozzi, and Teresa Urbinati will investigate.

5. Old Business:

- Road and Lake Fee Collection: Audrey is updating the list of delinquents by district.
- Employee Handbook: Bob Maselek reviewed it, and believes the legal comments made by Bill Habelt were appropriate. He has turned it in to Audrey to send to the Personnel Committee for completion.
- Follow-up to Letter to Owner Regarding Lot Appearance: Jean was unable to get in touch with the owner of this lot (#15 Otter Pond Trail) by phone.
- Public Water Systems Report and Findings Update: Berkshire Water Systems report to be submitted by the due date of November 30th to the Massachusetts DEP/DWP.
- "Massachusetts Department of Environmental Protection Violation (Enforcement Order) Update: Plan of Correction was approved with a change in the time sequence for the items submitted for approval.
- Verizon / Hughes Update: Verizon wireless has been installed in the Clubhouse. It is quicker than Hughes.
- Slope Sled Project Update: Signs are needed. Bob Maselek will work with Will Green and Nick Urbinati for the wording. We will use the same sign company as used previously.
- Manager's House Property Lines Update: The surveyor is still checking some lines and checking with the registrar of deeds. This must be completed before we put the house on the market.
- Manager's House Sale, Market Analysis: Two realtors have submitted estimates about the resale value.
- Laundry Update: S and K Designs reported that an RDA, not an NOI is needed. The water flow data has been submitted.
- New Logo Copyright: Bob Maselek researched this. The copyright is not a problem because we own the logo. It only be necessary to register with the copyright office if someone else used our logo in order that we could sue.
- 2009 Calendar:
 - . The calendar has been changed so that the district meetings are moved back from

Sundays to Saturdays at 1:00 o'clock in order to accommodate people whose church services are on Sunday mornings.

. There will not be a Property Management Committee on October 24th because all 2009 plans will have been made by then.

6. New Business:

- Dam Inspection – 2009: notification by the Massachusetts Department of Conservation and Recreation (DCR) of November 5th to the WPOA classifying Chamonix Chalet Dam as "Low Hazard Potential" requires an inspection report by August 31, 2009 in order to comply with the regulation requiring an inspection every ten (10) years. Audrey has checked with Fuss and O'Neill who said that we do not have an up to date inspection on file. The inspection by Fuss and O'Neill would cost up to \$4200, but we have an outstanding credit of \$1242.50 with them. Bill Maselek will call the State to clarify with them that our dam is the lowest possible hazard.

- Porch Windows: expected delivery in six weeks.

- Wash out of Private Driveway at Porcupine Point: The request of the homeowners at 1-07 Porcupine Point to pay for a NOI and engineering design was not approved for the driveway which had been redesigned by the owners. As approved at the last Board meeting, we will purchase two culverts for the private contractor performing the work and nothing further.

- Property Adjacent to Wildwood for Sale: An e-mail was received from the owner of 79 acres adjacent to the Wildwood tennis courts that the land is for sale; and the asking price has not been determined as yet. We will reply that we are not interested at this time.

- Web Site Advertising: An e-mail from Karl Ellison, our Website Manager, has suggested raising the advertising fees. The Board proposes a \$20 charge for a business card and \$30 for larger advertisements. Audrey will be asked to check with Karl for his input.

- Newsletter Articles: Due December 6th.

- Town Assessments Report: A November 12th Town of Tolland Board of Assessors valuation was received showing current and prior assessments. Audrey is being asked to provide a comparison for the next Board meeting.

- Lot Donation: Sargent Tower would like to donate his Lot C-01, Porcupine Point to Wildwood. It is located on the corner of Porcupine Point and Meadow Drive.

. this is open land and has not been perked.

. Bob Maselek moved, seconded by Ray Skibski that we accept the offer of Sargent Tower to donate Lot C-01 with the provision that he pay the 2008 dues of \$1436 and the expenses to transfer the deed. The motion was approved with no abstentions or objections.

Jean will send our response to him.

- Other:

. Fox Den Beach: the issue of the crowded situation will be moved to the January meeting.

. old computers: it was suggested that we purchase two new computers for the staff. The one used by Will and Wes is eight years old, and Audrey's is five years old and very slow. We would purchase desk top computers and keyboards and flat screen monitors. Jean Antinozzi moved and Bob Maselek seconded a motion to purchase two new computers not to exceed \$3,000 including the labor for transferring the hard drive information. The motion was approved with no abstentions or objections. Jean has a printer she will donate.

. copy machine: this equipment is nine years old. Jean will research the cost for a new one.

. town proposal for a recreation area across from Otter Pond: Jean will go to the Planning/Zoning Meeting regarding this issue.

7. Action items were reviewed.
8. The regular Board meeting adjourned at 11:40.
9. An executive session was held from 11:40 to 12:35.

Respectfully submitted,

Anne Stone,
Secretary