



WILDWOOD
PROPERTY OWNERS ASSOCIATION, INC.

2011 BOD MEETING MINUTES

**Wildwood Property Owners Association Board Meeting
January 15, 2011
9:30 a.m.**

1. Call to Order: Frank Fazi, President, opened the meeting at 9:35 a.m. Frank was present by teleconferencing. Other Board members present: Stan Rosen, Marcia Eveland, David Laks, Bob Maselek, Dave Koerber, Rob Guyette, Ruth Buchanan, Joe Nunes and Bob Ueberbacher. Audrey Miller, Operations Manager, was also present. A quorum was established. At this point, Frank turned the meeting over to Stan Rosen, vice president.

2. Community Open Forum: none

3. Minutes: For the minutes of the December 4 2010 meeting, Ruth pointed out a typo on page 2, 34, item 4. December minutes were m/s/p as corrected.

4. Operations Manager's Report - December

a. Laundry room door latch fixed. ADT removed a defective sensor. A locksmith installed a better handle. The ADT credit covered most of the cost of the locksmith – we paid only \$8.77, which will come out of building maintenance.

b. Used an outside contractor to pump the old laundry septic. It had refilled with ground water, discovered when Will and Wes were ready to crush it.

c. Starting to remove brush from private properties. Will let property owners know, and put it in the newsletter. Managed to get to some before all the storms.

d. Contract to remove islands doesn't show in the report because it isn't paid yet. Will & Wes are doing some – Desmond, Fox Den Beach, Meadow Beach, dam area. Need a professional for Rosen, Main Beach, Lakeside Beach. Went out for three bids. Loomis declined. Lacasse came in at \$1,700. LB came in at \$7,250. Going with Lacasse Land Management. Work will be done as weather permits.

e. Audrey had a call from a member saying the car was dead, and would Audrey please send someone. How should she handle such questions? After discussion, it was agreed by consensus that

Audrey should put something in the newsletter about AAA and about the towing firm in New Boston at the bottom of the hill. It was also agreed that Will and Wes should only assist (as good neighbors only) if they felt comfortable doing so.

f. Audrey reported that, just prior to Christmas, she was off on comp time, Will was off duty, and Wes was approved to come in at 1:00. A home owner went to Alison's home asking for a key to open the office so that the mail could be accepted. Alison refused. Audrey usually leaves a note if the office will be closed, but did not as the office was opened at 1:00. The Board felt that packages could be left on the porch and that mail acceptance was not a Wildwood responsibility.

5. President's Report

Frank advised that he would have to sign off at noon. He has concerns about the way wildwood by laws and rules/regs may conflict with laws of Tolland. We need to be aware of them. His concern was put on hold as this is an item later on the agenda.

6. Vice President's Report

Stan followed up regarding the security guard question. It was sent to Personnel – has it been handled by that committee? Per Bob U. – it was discussed. The committee needs to investigate the legal structure for the different ways to describe the position. Many small issues have an effect on the cost. After some discussion of possible options, Stan asked that personnel have a report to the BOD by the February Board meeting.

7. Secretary's Report - none

8. Treasurer's Report

a. David went over two reports.

For 2010 year-end, there was a positive \$31,000 difference between income and expense. Part of the reason is that some 2011 dues were paid in 2010.

b. David referred us to the table showing calculations for dues expectations based on how many members will actually pay. For five years that figure has been constant for who pays, but the estimate for budget purposes has been higher, throwing off the budget. 254 vs. 243. For the 2011 budget, David put the expected dues payment at 250 members, but feels it should have been even lower, perhaps 238. Our collection efforts may help fix the discrepancy.

c. David asked us to look at the arrears. There were 16 in 2010 before the collection process began. Eleven consistently did not pay. After the letters, this is down to eight. Some are for sale, some are in bankruptcy, some are hardship, and some did not respond. Two are going into lien. All of this will be in the newsletter.

d. We ended up \$30,000 over budget for 2010. By keeping expenses \$15,000 below budget, only \$15,000 will come out of reserves.

e. An article is going into the newsletter regarding dam expenses. \$40,000 was budgeted. We spent \$10,000. The cost is going up dramatically. Cost is not yet known. What did get fixed was fixed properly. But some things did not get fixed, and there are new problems as well. David believes that we could get a loan - we have a good bank history regarding income history. We have collateral and

stable income history to service a loan. But we would have to pay interest of 7-8%. Bob U. advised that the Dam Committee was still working through questions, but hoped to have some rough estimates of costs for the spring Meeting – once a sequence of repairs is established.

f. For the 2012 budget, David is asking for figures in February, to get a first draft to the Board by March and a final for June. He will e-mail the committees to get their requests in quickly. Stan asked that a notice be placed in the newsletter reminding all committee chairs that business meetings regarding budgets and voting are to be announced publicly, posted, and held in the club house.

9. District Directors

a. Bob M. reported that Owl's Nest loop has been well-plowed and is in good shape.

b. Joe reported that he had a difficult time getting up Stone's Throw due to the melting and freezing, but that overall the roads were good.

c. Rob stated that all the staff have done a very good job with all the snow.

d. Other comments: with the stumps gone, plowing is easier. There are some icy patches – perhaps Will and Wes can sand them if they see them and have the sand available.

e. The question was raised about Will and Wes fixing plowed driveways if they re-plow the roads and fill in the driveways again. The consensus was that property owners are responsible for opening up their driveways.

10. Board Policies

a. The Documents Committee is working on the draft of R & R and By Laws with Audrey. They will meet again on Sunday, February 6 at 9:00. Everyone is invited. Security and Enforcement, and Finance, are also asked to be present.

b. Frank is still asking for the office policy book. All Board policies should be in one place. These need to be culled from former Minutes, and then reviewed for consistency. Frank and Bob M will work on this.

c. Audrey handed out conflict of Interest and rules of Conduct forms, which were signed by the BOD members and handed back to Audrey.

11. Committees

a. Security and Enforcement

The committee had questions about the guest policy. Marcia would like to meet with them when they have all their questions and suggestions ready. For 2011, Marcia and Audrey are ready to process the first requests.

b. Security and Enforcement

Doryce Selzer, representing Security and Enforcement, reported that they had a good response to their survey. 109 at last count, and more to process. They hope to have a tally by the end of next week. It is clear that there are many misconceptions about what Will, Wes and Audrey are

responsible for. Not all members received the survey, indicating the need for a good e-mail list to send out reminders.

c. Nominating Committee

Doryce also presented a report from the Nominating Committee recommending by law and policy changes. She made several points:

1. by law language is unclear
2. selection of Nominating Committee members is not democratic
3. there needs to be a clear process for how Nominating does its work
4. How many should be on the committee, and who should they be? What about the BOD liaison?
5. the by laws should be clarified and then policies should be drawn up

Marcia offered to do drafts of by law changes and policies. Her offer was accepted. She will do a first draft and then work with Doryce before coming back to the Board.

d. Forest Management

Bob U reported that there will be a meeting on February 20 – President’s Weekend. He will have an information flyer about Massachusetts forest management. He needs volunteers to help assess our forest and decide what to do next. We will follow Massachusetts guidelines.

A concern was raised regarding timely response to an e-mail from Allen Liberman. After discussion, an acceptable response was made.

e. Dam Repair Committee

They will meet tomorrow. They have many questions. About sequence and timing. Repairing the coffer dam first may make a difference in costs. Will waiting for a full repair cause more problems with erosion? The committee is still working on all of it.

12. Unfinished Business

a. Dry Hydrant – Frank is still negotiating with the town. He received their revisions to his proposal, and he gave his answer back to them. He is awaiting their response. Tolland wants to do this in the Spring.

At this point, Frank signed off.

b. Chat Room/Facebook – this was turned over to Diane Massey and the Marketing Committee. They are working on it.

At this point, Bob U left.

c. Low Speed Vehicles – The BOD can't understand why this issue keeps coming up. Audrey will send some e-mails to see where this began. The consensus is that, if a vehicle is license by MA for use on public roads, then it can be used on Wildwood roads.

14. New Business

a. Bob M reported that the Tolland Council on Aging can assist elderly Wildwooders in need of some forms of assistance. Talk to bob.

b. Rob said that if the club house needs to be opened or closed, he would be able to help with that. Stan has Frank's key, but isn't here much during the winter. Stan will check with Frank to see if the key should go to Rob.

c. The Board thanked Doryce for all her work on Security and Enforcement, and on Nominating.

15. Open Forum

Doryce said that she's a long-time tree hugger, but came to understand forest management after a seminar two years ago. Pruning is good. Manage the forest as we manage the lake. She welcomes the logging report.

The meeting was adjourned at 12:20 p.m.

Wildwood Property Owners Association Board Meeting
February 19, 2011
9:30 a.m.

1. Call to Order: Frank Fazi, President, being absent, Vice President Stan Rosen called the meeting to order at 9:40. Frank and Ruth Buchanan were present by teleconferencing. Other Board members present: Stan Rosen, Marcia Eveland, Bob Maselek, Dave Koerber, Rob Guyette, Joe Nunes and Bob Ueberbacher. Audrey Miller, Operations Manager, was also present. A quorum was established.

2. Community Open Forum:

a. Doryce Seltzer asked to make her presentation regarding the Security and Lakes Committees survey now, rather than as listed in the agenda, because she is unable to stay. The Board agreed.

Doryce outlined three goals that Security and lakes plan to focus on, based on the results of the survey:

1. mitigate the risk of invasive species in the lake
2. maintain the privacy of community property
3. enhance the level of security to homes and the community at large

After discussion, it was moved, seconded and passed to publish the tabulated survey results on the web site and in the newsletter, but to leave the comments portion of the surveys in the office, for people to read if interested.

b. Loren Clark pointed out that, per Massachusetts law, bylaws cannot be changed without a 2/3 vote of the entire membership. He referred the Board to the Franco case. Mass. Law would supersede our Article XI #1. Bob M will check on the law and review the Franco case.

c. Susan Moore had two concerns:

1. She is concerned that changes to the bylaws do not have community input. Concern is not about content, but about procedure. Marcia assured Sue that she was going to propose a series of discussion groups over June and July for just this purpose.
2. Sue pointed out that the deed restrictions on our common property expired in 2005. She believes that the Board must look at reinstating it.
3. Sue also gave Board members a spread sheet of property assessments.

d. Bill McKay stated that the Board needs a book of policies that is available to the members in the office.

e. Loren pointed out that under Mass. Law the Board controls the organization, and that the state will look at Board actions rather than at our bylaws.

3. Minutes: For the minutes of the January 15, 2011 meeting, the following corrections were made:

a. #8a – “positive” is added before \$31,000 for clarity.

b. #11d – the second paragraph was condensed

c. #11e – “coffer” was misspelled

d. #15 – “manage” was misspelled. Also, add that Doryce welcomed the logging report.

e. “bylaw” is one word. (*Secretary note – that will be changed in future minutes.*)

4. Operation Manager’s Report

January was all about the snow. Will and Wes plowed, pushed back and sanded.

Dues are coming in.

The front wheel of the back hoe fell apart. Parts are ordered. Needed ASAP to load the sander.

Dave Stone donated a roof rake, which is in the office for borrowing.

The roof was leaking, so Wes shoveled it off. Roof repair is already planned for 2011.

5. President’s Report

Frank has reviewed the master list of past minutes looking for policies. He found a cost control policy, and a guest policy. Asked for a sub-committee to look at Board practices and see what is a procedure, or a policy.

6. Vice President’s Report

Stan is still following up regarding security personnel for summer. It is with lakes and Security to look at the budget. Stan would like this on the March 5 agenda regarding budget and hiring.

7. Secretary’s Report

None at this point in the agenda.

8. Treasurer’s Report

David Laks was not present. Per Audrey, the collection attorney is working four cases, two old and two new. One new one is in bankruptcy. The two old have had no response. The attorney will file complaints one at a time, to see how it goes.

\$449,000 was budgeted for dues, and \$201,000 has been received so far.

For January, MTD and YTD don’t match because some monies were collected in advance.

Remaining laundry money has been moved to dam repair. Remaining lakeside bath house money has gone into general contingency.

□□ There was a brief discussion of the possibility of offering a discount for those who pay dues early. Consensus was that it would not be worthwhile.

9. District Directors

- a. Bob M. reported that Owl's Nest people like the plow job. Two homes are still empty. No action on the derelict one, but we have done what we were supposed to do by notifying Tolland.
- b. Rob appreciates Audrey's e-mail updates about all the snow. Rob checked on one roof for an owner who couldn't come up personally.
- c. Joe had an owner ask why there is no sign at Beetle and Colebrook River Road pointing to Wildwood. There was discussion about whether a sign promotes Wildwood for sales, or harms it for trespassing. The consensus was that, for now, we will stick with the bull's eye.

10. Board Policies

- a. Policy Book for the office - Frank asked for volunteers to look into this. Bob M. and Marcia will do this.
- b. Rules of Conduct – Audrey will send reminders to those who haven't signed

11. Committees

- a. Security & Enforcement Guest policy – removed from the agenda
- b. Security & Enforcement and Documents joint meeting – tomorrow morning
- c. Finance and Documents proposed bylaw changes – already discussed
- d. Security & Enforcement and Lakes joint meeting – today at 3:00 p.m.

At this point, the Board took a brief break. There was a power surge, but Frank and Ruth remained on the line.

e. Nominating Committee bylaw changes - Marcia reported that she worked with Doryce to create the Nominating policies and bylaw changes that the Nominating Committee felt were important. Marcia handed out the proposed changes. Stressing the following:

1. in the bylaws, "District Directors" and "Board of directors" both were referred to simply as "directors", which was confusing. So "District Representative" is suggested as an alternative.
2. the section on the Nominating Committee is rewritten and expanded, but the parts on the District Representatives and the Board are reorganized, rather than changed.
3. there is a "table of contents" that shows what parts remain the same and what parts have been changed, so that nobody needs to read the entire document.

Marcia asked the Board to take home the document and review it, then come to the April meeting ready to discuss it. If members have suggestions, comments, concerns, questions, they should send

them via e-mail just to Marcia, who will tabulate them and have them for the April meeting. In line with Susan Moore's concerns, Marcia suggested that the document and table of contents be handed out at the Spring Meeting. She would like several informal discussion meetings during June and July to get input from the entire community.

It was suggested that as much as possible should be done as policy, not bylaw. Changes from the Documents Committee will be added into this package. Frank asked to be part of the informal discussions in the summer.

f. Forest Management Committee update – Bob U. reported that a group will meet Sunday at 9:30. This was advertised in the newsletter and on the web site. The meeting place was changed to Slope/Brook. Tom O'Meara will attend. They will be looking at a large tract of land. They will use the Mass. Forest Cutting Practices Act as a base for discussions.

g. Dam Repair subcommittee update – Joe reported that they met this morning. A representative from LB – the company that did the original repair – will be invited to come to the committee to help them understand what is involved. They hope to meet in two weeks, and to get a sense of the cost. They have a flow chart of tasks identified as necessary, which may change after talking with LB. LB is coming as a paid consultant, not as a possible bidder. The staff has put together an excellent packet containing historic information about the dam.

h. Community Relations – Diane Massey submitted a purpose statement regarding the committee. The Facebook question is still on hold.

12. Unfinished Business

a. Dry hydrant

Frank reported that there is no new information from the town. To proceed, Tolland must get back to Frank. Work needs to begin before Otter Pond is full, or wait until the fall drawdown.

b. Low speed vehicles

Discussion ranged over why we do or do not want them. Wildwood will accept Mass. Law regarding road-worthy vehicles, and about permit and licensed drivers. Should this be a Rules & Regs issue? Do we need community feed-back? Bob M. will contact Greg Massey, and will also write up a reg. about it that we could post. Consensus is that community input is not needed. District directors can let their constituents know.

13. New business

a. Town of Tolland Chapter 61B information

A letter from the Town of Tolland was reviewed. Frank referred to Rob's committee on sale of lots. Reference was made to the Warmolts deed. After discussion, Bob M. and Rob agreed to work on this. The original covenants expire in five years. The Board needs a recommendation, so Rob and

Bob were asked to have something for the April Board meeting. The information that Sue Moore provided earlier during the open forum will help in reviewing this issue.

b. Dam subcommittee – A member asks if we have legal standing to go back to the original 2005 dam repair and say that we sustained financial damage from how it was done. The guarantee was for one year, but Board opinion believes that something like a dam repair should last longer, and we are still within seven years. Bob M will talk to Attorney Riley about this.

An e-mail was received from a member raising a concern about the dam committee. The Board did not feel that Board action was needed. Frank will respond to the e-mail.

14. Disposition of Open Forum Topics

Marcia went through the issues raised at the beginning of the meeting, and it was determined that all had been addressed during the meeting.

15. Open Forum

□□Pat Ueberbacher praised the conditions of our roads, and the good time lines of the Document and Nominating committees. She asked what the ramifications were of a Board member not signing the Conflict of Interest statement, and was advised that there are none as this is voluntary. She suggested that the Community Relations Committee show care as we want to maintain security and advertisements can bring trespassers.

□□Bob M. said that Tolland may want to have community baseball games this summer, so they may be asking to use the wildwoods field on occasion. He also reminded us that the Tolland Council for Aging will provide rides to those who need them. Drivers are reimbursed \$.50 per mile.

□□Rob had a comment about the January minutes. He asked that if Audrey is contacted by a member about help with a dead battery or whatever, she not recommend a specific business but refer the person to her entire vendors list. It is fine to list vendors and prices in the office. The Board agreed by consensus.

The meeting was adjourned at 12:20.

Wildwood Property Owners Association Board Meeting

Minutes of March 5, 2011

9:30 a.m.

1. Call to Order: Frank Fazi, President, being absent, Vice President Stan Rosen called the meeting to order at 9:35. Frank was present by teleconferencing. Other Board members present: Stan Rosen, Marcia Eveland, David Laks, Bob Maselek, Rob Guyette, Ruth Buchanan, Joe Nunes and Bob Ueberbacher. Audrey Miller, Operations Manager, was also present. A quorum was established.

2. Community Open Forum

Loren Clark –

- With regard to amending the bylaws, Loren presented a copy of the last page of the original deed signed by John Galanek, highlighting part of second paragraph of section 9: *unless an instrument signed by the then owner/members of two-thirds of the Lots represented by members has been recorded, agreeing to change said covenants and restrictions in whole or in part.* (see footnote at the end of these Minutes)
- Loren gave an eye-witness account of the kayaks at the former Zikes property.
- Regarding a lake inventory, best to do while water is low. There was some discussion about the best way to keep down the invasive species.

3. Approval of Minutes, February 19, 2011

The following corrections were made:

- 11e #2 – change was to we
- 12b – First sentence changed so the second sentence reads: Wildwood will accept Mass. Law regarding road-worthy vehicles. Also, Greg Massey's name corrected.
- 15 – correct times to time

Minutes were passed as corrected.

4. Operation Manager's Report

- February is still about the snow. We must thank Will and Wes for the never-ending long hours of snow clean-up.
- We purchased more sand and salt. This late in season, we had to purchase it ready-mixed, costing more.

- Letters were sent to three residents who leave snow in the roads. We have others that have pushed snow across the street which then turns into a brick wall that Will and Wes must now try to push back to clear the road. Letters will be going to those individuals also.
- Too soon to know the damage to our roads
- There was no competitive pricing re: the wing plow because nobody else was interested.
- The little Ranger is back in the shop for transmission repairs. This is 3rd or 4th time. Still under warranty, which is close to expiration. May fall under the lemon law. We may need to make a claim soon.
- We received a thank you note from the Tolland Ladies Aid Society for the use of the club house for their winter pot luck.

5. President's Report

Frank is looking forward to today's committee reports and the need to move forward on some items. He also asked that we speak up or speak toward the phone, as he is missing some words.

6. Vice President's Report – no report

7. Secretary's Report

Marcia reminded the Board members to review the suggested bylaw changes of the Nominating Committee and send comments/concerns/suggestions to her via e-mail. She will tabulate Board responses.

8. Treasurer's Report

- David suggested that we may need to do some reallocations of the 2011 Budget.
- The 2012 budget process has begun with the receipt of some committee requests. The first budget meeting begins this afternoon.
- We have a milestone today – signing the first lien –this is for the worst arrears case of about \$10,000 owed. All other settlements on arrears are going well.

9. District Director Reports

Bob M. and Joe reported good feed-back about the conditions of the roads in their districts.

10. Board Policy

- a. Policy Book –

1. Audrey has given Marcia the books of minutes so that she can go back over them in Frank's wake.
 2. Frank has found 13 possible policies, but some read more like the R & Rs or bylaws. Only some are well-documented. He will send a list to Marcia.
 3. Reminder that policies implement rules and are not new rules.
- b. Rules of conduct -
1. Audrey sent e-mails to those who didn't sign yet. Everyone has signed the Conflict of Interest form, but not the Rules of Conduct form.
 2. The Board may want to look at this document for possible changes to it.
 3. Are the names of those who sign considered public knowledge?

11. Committees

- a. Security and Enforcement & Documents Committees
1. Met last week re: bylaws; meeting tomorrow re; R & Rs
 2. Concerns re: restrictions on common vs. private land.
 3. Also re: R & Rs. Can we put "teeth" in them?
 4. Need to get input from entire community, and from a real estate attorney
 5. Need to consider relationship of Tolland zoning, our bylaws, and our R & Rs.
 6. Could we become a watershed district?

At this point, it was pointed out that our next meeting is set for April 23, the day before Easter. The weekend prior is just before the start of Passover. The April meeting was therefore moved to Saturday, April 2 at 9:00 a.m. Note the earlier start time.

The Board took at 10 minute break.

- b. Security and Enforcement & Lakes Committees
1. Doryce Seltzer presented the findings of the two Committees, an integrated action plan to address the community priorities identified in the survey results.

2. There was a thorough discussion of this report, paragraph by paragraph, including the proposals and the funding.
3. A motion was made, seconded and passed to accept the following items on the committees' list of recommendations (page 6 of their report), and fund them out of the current budget:
 - a. Educational piece for homes
 - b. Signs at parking lots
 - c. Additional maintenance hours

(This will be part of the current discussion of the allocation of \$7,800 budgeted for security personnel)
4. The Board agreed to have further discussions regarding car stickers as a consequence.
5. A motion was made and seconded to send all the remaining recommendations to the membership. The motion did not pass.
6. A motion was made, seconded and passed to bring to the membership at the Spring meeting a request to reallocate the fish stocking line item to lake inventory mapping. This was done because of an earlier decision not to stock the lake this year because of the draw-downs.
7. The question of cameras requires more discussion.

c. Dam Repair Sub-committee

A motion was made for the Board to accept the committee's consensus to do all the repairs at once, including repair of the coffer dam and replacement of the dam. After discussion, the Board felt that the Committee report needed more study. There was no second to the motion, and it died.

d. Forest Management Sub-committee

Discussions were held with a logger, who thinks it is worthwhile to talk to a forester. Bob U is getting forester names. The Board asked Bob for a written report.

e. Sales of Adjoining Lots

Rob reported that his committee has gone as far as it can. Needs to go back to the members, to make a decision. All WW property has been without deed restrictions since 2005. Several possible options:

1. keep status quo and taxes go up

2. put the covenant back on the deed

3. go to Chapter 61B

Motion made and seconded to discuss at April meeting. Bob M and Susan Moore will have information, sp. Re: 61B. Motion passed.

f. Community Relations - tabled

12. Unfinished Business

Dry hydrant – Frank reported no change in status.

13. New Business

Frank requested that Audrey let the BOD know that there may be an NOI coming up re: 47 Lakeside.

There was correspondence about whether who signed the Conflict of Interest policy was common information. The consensus is that it is common knowledge. It will be discussed more at the April meeting.

An e-mail was received concerning money for the dam repair and spending for security. Audrey will respond that these issues were discussed.

14: Disposition of Open Forum Items – none needed at this time.

15. Community Open Forum - none

The meeting was adjourned at 1:30.

Respectfully submitted,

Marcia C. Eveland, Secretary

FOOTNOTE to Open Forum: e-mail to the Board dated 3/26/11 – “the above statement and information from Loren Clark was quoted correctly, but wish to advise the BOD that the statement in the deed of transaction has nothing whatever to do with the bylaws. The requirement for voting bylaws is stated in the bylaws, Section 2, paragraph 9.”

Wildwood Property Owners Association Board Meeting

Minutes of April 2, 2011

9:00 a.m.

1. Call to Order: Frank Fazi, President, being absent, Vice President Stan Rosen called the meeting to order at 9:08. Frank was present by teleconferencing. Other Board members present: Stan Rosen, Marcia Eveland, David Laks, Bob Maselek, Rob Guyette, Ruth Buchanan, Joe Nunes and Bob Ueberbacher. Audrey Miller, Operations Manager, was also present. A quorum was established.

2. Community Open Forum

- Fred Sammel, chair of the Building Review Committee, presented a policy regarding culverts. A copy was sent electronically to Frank. The Board advised Fred that the issue would be discussed in the Disposition of Open Forum items at the end of our meeting.
- Anne Stone reported that the Property Management Committee voted against any reallocations being made to the 2011 budget – which will be coming up later in the Agenda.

3. Approval of Minutes, March 5, 2011

- The BOD received an e-mail regarding Loren's comments in the March Open Forum. Since the Minutes accurately reflect what was said, a footnote will be added to them indicating the concern that was raised.
- #13 – it was not a reminder, but a request.
- Minutes were approved as corrected.

4. Operation Manager's Report

- Annual taxes have been filed
- The no trespassing signs are up at the main entry; the Hartland Road signs will go up soon
- Islands were removed at Lakeside and Main beaches. They were unable to get the machine in by the Rosen island, so will do by hand this coming week.
- Lemon Law has run out for the Ranger. All still covered under warranties. Going to dealer for repairs. We have a 5-year extended warranty. The BOD asked Audrey to diary for September 2012 before warranty expires, to get the truck fully checked out.
- Can we send out the guest policy or is more approval needed. The BOD agreed that it should go out. This is the policy until changes are made.
- Articles for the newsletter need to be in by Sunday, 4/3. David wants the collections policy in it – Bob M and Stan will get that done.
- There is a lot of road damage – and there may be more before the freeze/thaw pattern ends.

5. President's Report

- The BOD needs to make definite decisions about what to present at the May meeting, so proxies are clear: dam information, including responsible funding; bylaw changes – maybe select only 1 – issues of security, presenting options to address survey responses. For 2011 budget reallocations, any vote needs to be carefully explained.
- Audrey requested we go back to her. Nick Urbinati asked her to give us a hand-out of his letter of resignation as chair of Property management. It was read aloud to Frank, who will contact Nick about date of resignation, and whether he will stay on the committee. He will need to be formally thanked for all his service. Frank is responsible for a replacement chair, which the BOD then approves. A notice will be placed in the newsletter. Bob M will do it.
- A suggestion was made to have a “skills inventory” done of WW members.
- Frank said we may need an additional BOD meeting to firm up the issues for the May meeting.

6. Vice President's Report

No report now – he will report on agenda items as they come up.

7. Secretary's Report

- Marcia will be at the Spring meeting, but can't be at the regular May 14 BOD meeting. Bob M will take the minutes.
- Marcia asked what happens to all the extra papers that come to the BOD meetings, like e-mails and letters. Audrey reported that she keeps them in files by BOD date, so they can be readily accessed.

8. Treasurer's Report

- Finance Committee meets right after the BOD today
- The Finance Committee wants us to consider moving empty lots to Chapter 61B. Bob M is concerned that it would open the spaces for public use. After discussion about when taxes would increase, it was decided we still have time for research. Bob M will get more information from Sue Moore.
- Security & Enforcement and Lakes committees requested a \$31,000 reallocation of the 2011 budget for security, based on the survey responses. There was a lengthy discussion. Audrey

listed those line items that we might cut. We were reminded that Property Management said there should be no reallocations.

- There was discussion about funding the dam repair. We have enough in our reserves, but that would deplete them again. We have excellent credit for taking a 5-year loan. Will we pay for the dam in 2011 or 2012? If it is done this year, could we wait until next year to pay. It was moved and seconded that we recommend to the members a reallocation from Roads, Trees and Hauling. It passed with 7 “yes” votes and 2 “no” votes.
- A motion was made to reallocate \$16,615 , and seconded. It passes with 6 “yes” votes and 3 “no” votes. ?
- Stan Rosen, on behalf of the Security & Enforcement and Lakes committees, agreed that the dam repair was more urgent, and asked for only \$2,600 for one more security person for the summer.
- A motion was made and seconded to present the members with all three ways of handling the 2011 budget, as follows.

<u>ITEM</u>	<u>2011 BUDGET</u>	<u>REDUCED TO</u>	<u>REALLOCATE</u>
Road Repair	\$33,500	28,500	\$5,000
Laundry Gas	3,500	3,000	500
Tree Removal	9,000	2,500	6,500
Contractor Hauling	6,000	2,000	4,000
Vehicle Excise	1,000	385	615
TOTAL			\$16,615

(Note: laundry gas is expected to be less; the excise has been paid.)

Wildwood members are asked to vote for one of the following for the 2011 budget:

1. Do NOT reallocate any funds; leave the 2011 budget as it stands.
2. Reallocate \$16,615 for dam repair
3. Reallocate \$16,615, placing \$14,000 into dam repair and \$2,615 into security personnel.

This motion was seconded and passed, with 6 “yes” votes and 3 “no” votes.

- A presentation about the dam will be needed for the August meeting.
- David is going to look into the possibility of a foundation for people who wish to donate funds to Wildwood.

9. District Directors

- Bob M
 - Concerns re: pot holes, low water level in lake and the dam repair
 - No word from the health agent about the abandoned house. With summer, and kids around, this will be an attractive nuisance. Marcia will send a follow-up letter.
- Bob U
 - Concern about deteriorating roads
 - Saw bear tracks around Woodchuck Hollow

10. Board Policies

- Policy Book
 - Frank decided that we should begin with what we have.
 - Audrey & Alison should put the known policies into a book in the office
 - Marcia will check about other policies that she found
- Rules of Conduct & Conflict of Interest
 - There was discussion about whether these are voluntary or mandatory, and about who signs – BOD only, chairs also, or BOD and all committee members
 - Frank moved, Marcia seconded, that it be mandatory for BOD and committee chairs. Discussion about WHY some people hesitate signing. What are the consequences if violate what you sign – no vote? Leave BOD?
 - Nominating could ask nominees to sign as part of the process
 - Frank withdrew his motion – we need to study this issue

11. Committee Reports

- Security & Enforcement and Documents
 - Bylaws, CC&R and R&R all vetted to take out what disagrees with Tolland laws
 - Problem – Tolland allows agriculture and animals
 - WW documents are complicated – may need a deed attorney – asking about cost of that
 - Questions raised by the committees' work:
 - Can Tolland have revised statutes just for wildwood?
 - Can we become a watershed district
 - Bob M will try to convene WW lawyers to discuss

- Need to hold for more information and options
- Security & Enforcement and Lakes
 - Stan presented e-mails from Doryce Seltzer. The BOD went through them carefully
 - Will the District Directors call non-responders to the survey who are in their areas? They agreed to try, and will get lists of names and a list of talking points.
 - BOD agreed that Will should have a cell phone to pick up messages, to use only during regular hours. Audrey will check costs.
 - Re: cars without WW stickers or guest passes – Bob M will check to see if adhesive notices are allowed by Tolland law. Will review at next meeting.
 - Marcia was asked to make it clear in the guest policy that one pass covers a whole group who are together without a WW member.
 - Sample parking lot signs were approved, subject to review by Diane Massey for appearance.
 - “Yes” to the following
 - remove the information on fish stocking from the web site
 - remove the WW link from the Tolland web site
 - remove all boats with stickers prior to 2010 from beaches and boat racks
 - auction off unclaimed boats
 - Yes to setting up a contingency fund for security and enforcement

>At this point, Audrey asked for assistance, as follows:

1. When she shifts Will’s duties, she will need enforcement guidelines. Bob M will write that up
2. Needs a script for the gate greeter. Bob M will work on this with Stan and Doryce.
3. Audrey will hire the greeter
4. Executive Operations is responsible for submitting the 2012 salaries. Frank will get the information to the Finance Committee

- Finance and Documents
 - Bob M is working up the arrears wording for the proposed bylaws change
- Nominating Committee
 - Marcia reminded BOD members that she handed out bylaw change and Nominating Policy recommendations at the February meeting, and asked for comments by e-mail. She has not received any. If any member has comments or concerns, Marcia needs to know ASAP so she can put them into her handout for the Spring meeting.
- Forest Management
 - A summary of the Feb 20 meeting with logger Tom O’Meara will be in the newsletter.
- Dam Repair
 - There were meetings in March with two contractors and two engineers.
 - Repairs are in four parts:
 - Cofferdam
 - Inlet valve system
 - Riser pipe
 - backwall
 - Current NOI seems adequate.
 - Want to do the work this year – would get a 15-year warranty from whoever does the job, and our attorneys will review the contract.
 - Willing to consider a third company, if receive a recommendation

- Sale of Adjoining Lots
 - Chapter 61B allows for either wild and open space OR space for public use
 - Bob M will continue to research this

12. Old Business

- Dry Hydrant
 - Frank talked with the town. The fire marshal wants to meet with Frank face-to-face to discuss, and doesn't appear to be in a hurry.

13. New Business

- Newsletter deadline is tomorrow
 - Who will summarize the reallocation? Marcia will write a draft, send copies to Frank, Dave L and Audrey, and let them finish it up.
 - Bob M will finish up the bylaw regarding collections
 - Bob M will write an article thanking Nick for all his work
- The BOD received a query about the Conflict of Interest document. Audrey will reply that all have signed it and that the wording is available for review.
- Karl Ellison wants to give up the web site responsibility. There is another interested person, so Audrey will advise that person to contact Karl.

14. Disposition of Open Forum Items

- The Culvert Policy will be tabled until the May meeting.

15. Community Open Forum

- Bill McKay asked for the use of the clubhouse for a seminar on Pi. Approved.

The meeting was adjourned at 12:55

Respectfully submitted, Marcia C. Eveland, Secretary

**WPOA Board Meeting
Minutes of May 14, 2011**

- 1) Call to order at 9:19 am.
- 2) Members present: Frank Fazi, Stan Rosen, Ruth Buchanan; Bob Maselek, Rob Guyette, Dave Laks via telephone, then in attendance. A quorum was established.
- 3) Community Forum:
 - a. Doryce Seltzer- discussion of voting procedure at annual meeting. The inclusion of 3 options makes a majority vote impossible. We should address this.
 - b. Ann Fazi- She is opposed to replacing the old Clubhouse furniture with new furniture. She explained her reasons.
 - c. Susan Moore- We must get the Boards act together better so that the Annual meeting runs more smoothly.
 - d. Diane Massey-We had too many people leave early at the last meeting. We should make sure all important matters are brought up early in the meeting.
- 4) Approval of April 2 Minutes: Approved by all Board members.
- 5) Operations Manager report: Audrey Miller was out with her daughter at a graduation ceremony. Stan Rosen's floating island was removed. The brush on the sledding hill was removed. The ROW docks were repaired. We received 4 new truck tires due to a safety recall. Stan mentioned one ROW dock is missing. The cracks in tennis courts will be repaired soon.
- 6) At 9:43 Dave Laks joined the meeting in person.
- 7) President report: Discussion of annual meeting voting procedure and voting options.
 - a. Frank Fazi nominated Susan Moore as Property Manager Committee Chair. Stan seconded that. Discussion of Nick Urbinati's job and Audrey's job. Rob asked were there any other nominees. Ruth stated Loren was appointed chairman by the Committee but Frank clarified that was only for that one meeting. The Board vote was Frank, Stan, Dave for and Bob M, Rob and Ruth against. Motion failed.
- 8) VP report: Discussion of Facebook.
 - a. The Security Committee needs to get up to speed.
- 9) Dave Laks-Treasurer- discussion of how to pay the dam repair bill.
 - a. With regard to annual meeting the Board should make a recommendation.
 - b. Dave said we need to revise vote strategy so we make a majority vote possible.
 - c. One member in arrears agreed to pay past due amounts.

10) Break in meeting

11) Doryce presentation

- a. Invasive Plant inventory-To be done soon.
- b. Educational piece for homeowners
- c. Boat washing. How to make it easier.
- d. Better signage about boats and parking. Coming soon.
- e. Security greeters-discussion of duties and who does what.
- f. Bob M agreed to talk to Tolland police.
- g. Nominating committee –need By- law changes for next annual meeting.

12) New Business:

- a. Insurance-tabled
- b. Report of door jimmied at one house.
- c. Report of beach disturbance. We should send letter to homeowner.
- d. Report of dog issue near entrance to WW.

13) Open Forum:

- a. Teresa Urbinati-Discussion of will's cell phone use,.
- b. Susan Moore-Suggest Tolland approve culverts.
- c. Bill McKay-In general there is too much attention to security. Bill may take over the WW web page. We need to make sure that we think about how Will use his cell phone.

14) Adjourn at 12:57 pm.

Submitted by Bob Maselek

Wildwood Property Owners Association Board Meeting

June 4, 2011

9:00 a.m.

1. Call to Order: Frank Fazi, President, called the meeting to order at 9:00. Other Board members present: Stan Rosen, Marcia Eveland, Bob Maselek, Ruth Buchanan, Joe Nunes and Bob Ueberbacher. David Laks was present by teleconference. Audrey Miller, Operations Manager, was also present. A quorum was established.

2. Community Open Forum

- Diane Massey – requesting to make her report for the Community Relations Committee.
- o Karaoke Night was a success. Due to a raffle, night cost only \$10. All ages present. Thanks to Elaine Strinney for all the work to put it on.
- o New furniture in the clubhouse. The old is going today. Round tables and matching chairs from IKEA will be purchased soon. Cost is covered.
- o Doing Facebook. Access to it is limited.
- o 6/21 is Realtor Day. Working on Welcome Packets
- o 6/25 is a fishing derby and then a softball game at Wildwood
- Teresa Urbinati
- o Wants to know the status of the dry hydrant at Otter Pond.
- o Facebook should not be the official Wildwood web site; not all members are on Facebook.
- Andy Corn
- o As chair of Security & Enforcement Committee, has a concern about budget process. At the last Finance Committee meeting, he was present by teleconference. After making his budget presentation, he was told he could disconnect. After that, there was a vote that he would have said “nay” to, and it passed 5/4 instead of being deadlocked and up for further discussion. David Laks responded that this will be discussed later in the meeting. Andy will stay.

3. Approval of meeting minutes – May 14, 2011

- Item 7a – should be “property management committee chair>” Add in that the motion failed.
- Minutes approved as corrected.

4. Operations Manager’s Report

- Everything was not ready for Memorial Day Weekend due to all the rain
- Response to e-mail concern raised by Ruth
- o Lakeside beach messy. Audrey went herself to look and agreed. Made a to-do list that Will can prioritize. Silt fence must stay until OK from Conservation to remove. Yellow tape is gone.
- o Rafts not up do to low water level
- ♣ Suggestion made that markers be up to denote swimming areas
- o Speed bumps going up soon – once last sand delivery received.
- Poison ivy issue. Audrey checked with two contractors. Can spray, excavate or bring in some goats that eat poison ivy. Spraying was discussed re: license to do it, nature of the poison, cost, need. Motion made to spray selectively. Seconded and passed. Audrey will get several price quotes.
- Job clarification. Will and Wes do security but it is not on their formal job description. Audrey believes Personnel removed it from the description because they are not true trained security guards. Agreement that this needs clarification. Bob U will go to Personnel to ask for clarification and guidance.
- A local police officer requested a Wildwood guest pass to give to a state trooper. Audrey refused but agreed to ask the BOD. By consensus, the BOD agreed that this was not an appropriate use of a pass.
- Ball field back stop needs repair, and will cost \$1,800. Safety issue. Taking it down would cost the

same. A motion was made to fix it. Second and passed. Suggestion that we try to fix it by the game on June 25.

- Meadow Beach parking problem. Not enough spaces, so cars park along the road opposite, blocking traffic. They could park up the hill, but nobody likes the walk. Referred to Property Management.
- Boats on beaches were checked for registration – four were past 2010. One was removed for no owner. Two owners were contacted, and will get the permits. Fourth has deceased owner, so was removed. Boat auction July 17.
- Can't hire the summer help without Criminal Background Checks. And fingerprints. Audrey can figure out the CBC, and has asked Erik Munson for help with the fingerprint checks. Waiting for a call back. No applicants yet for the life guard.
- Meadow Beach water tests all came out fine.

5. President's Report

- Porcupine Point has construction. Bulldozed path to the lake. Wes reported it to Audrey, who checked it out. It's for a septic repair. This is the way the process should work. Septic repairs are exempt from most regulations – a health department issue.
- How do we decide if a member is in good standing? Is there a due process for removing a member? Need to know, since we are trying to enforce rules. Roberts Rules has stipulations. Matter referred to the Documents Committee.
- Need to decide what bylaw revisions to present at the annual meeting. Two sets are ready: nominations and Collections. Bob M and Marcia will start arranging informal information meetings ASAP. Frank and Doryce Seltzer want to be informed of the dates.

6. Vice President's Report - Will wait for the committee reports

7. Secretary's Report - none

8. Treasurer's Report

- 2011 budget
 - o no changes.
 - o Arrears moving forward – some are still with the lawyer.
- 2012 budget proposal
 - o David agrees with Andy. Dan Rego and Bill McKay went off the Committee, and Doryce and Stan replaced them. Teresa asked to come on, and her background as VP and President made that sensible. David did excuse Andy from the rest of the meeting, not realizing that there would be a vote. David reminded the Board that the finance Committee doesn't make policy.
 - o David referred us to the May 31 treasurer's report to show us the changes for 2012:
 - ♣ Under Expenditures – Management/Admin: 2% increases in salaries except part-time staff. 6% increase in benefits assumed. Add \$8,300 for greeters. New total: \$209,589.
 - ♣ Under Expenditures – Officers/Board: printing increased for Security & enforcement to \$3,750. New total: \$19,800.
 - ♣ Under Expenditures – Recreation: Beaches/Supplies/Repairs is increased by \$50. New total: \$15,350.
 - ♣ Under Expenditures – Taxes/Registrations: Real Estate increased to \$16,000, Vehicle Excise reduced to \$375, and Income Tax reduced to \$3,200. New total: \$20,475.
 - ♣ For Total Operating Expense – the new total of \$401,614 is a 4% increase over 2011.
 - o David referred us to the Reserves part of the May Treasurer's Report. The General Contingency line will be increased by \$7,500. The finance Committee requested a line for Security and Lakes Reserves for \$7,500, which is half the value of the cost for security cameras, expecting to add the other half in 2013. This is the request that was voted down 5/4 after

Andy Corn disconnected from the meeting. David asked the BOD to prioritize this.

- o For 2012, assumption of how many members will pay dues has been changed. For several years the number was 250. It will now be the more realistic 243. This will mean higher per capita dues.
- o The BOD needs to determine amount of the reserves, as that will change the amount of the dues.
- o The finance Committee recommends going to the membership with only one budget option.

o Dam Repair Costs

- ♣ We will need a one-time member assessment to cover the cost of the repairs. Can't split the cost between 2011 and 2012. David talked to a bank – we can get an unsecured line of credit at 2.99% to borrow in 2011 and pay back with the 2012 assessment. The rate goes up to prime + 1% after 6 months. David was asked to see if there is a penalty for paying off in less than two years.

At this point, there was a lengthy discussion about the reserves for general vs. lakes and security. At the end of the discussion, a motion was made to present two budgets; one will have the \$7,500 all in the general contingency line, and the second will have that amount as a separate line item for Security and Lakes. The motion was seconded, and it passed.

At 11:20 a.m., the meeting recessed for a short break. Reconvened at 11:30 a.m.

♣ Treasurer's report continued with a discussion of the dam repair

- o Expected to cost \$130,000 - \$150,000 above what we have in reserves for the project
- o Line of credit will cover it
- o Plan to collect the one-time assessments in one year. If a member needs a second year, could do that with a surcharge of \$500 or a 5%-6% rate.
- o Keep our current reserves intact
- o Interest on the line of credit will be put into the assessment
- o Motion made to give David authority to pursue the line of credit, but not to use until he receives approval from the Board. Seconded. IN discussion, it was agreed that this is to be used only for the dam repair. Motion passed.

9. District directors

- ♣ Bob M – Mickels house is being slowly emptied. Marcie has a fox Den boat issue, but Bob knows the other party, and will speak to him. Recommends that boats over a certain size be kept at Main Beach.
- ♣ Ruth – all OK.
- ♣ Joe – all OK
- ♣ Bob U – Member reported loud noises after 11 pm – did not confront the perpetrators. Bob recommends a newsletter reminder to call Tolland police if there is a problem. Noise curfew 11:00 p.m. to 7:00 a.m.

At this point, the Agenda Order was suspended so that the Dam Repair Sub Committee could give its report, because David needed to leave.

10. Dam Repair Sub-Committee

The sealed bids were opened, and there was only one viable bid. The Committee has questions and needs items in the bid clarified. Not ready to sign. Want a special meeting of the Dam Repair sub Committee and the BOD – preferably June 11.

At this time, David disconnected and we returned to the Agenda.

11. Board Policies

Audrey asked if the Board was going to approve a Guest Policy. The Board members agreed that this

was already done, with an understanding that the present Guest Policy, already given out to members, could be amended as needed in the future.

12. Building Review Committee

Is there any additional information about the culvert Policy? Not yet. The reference is to culverts on wildwood properties, to ensure proper drainage. If this is left to contractors, culverts can be too small. This is for houses and driveways being constructed. Ruth will remind Fred Sammel that we need a final policy.

13. Security and Enforcement and Documents Committees

Stan has talked with our attorney about reviewing our deeds. It will cost \$1,500. The Warmolz deed expired after 30 years. There are two later deeds that refer back and have 20 year extensions. So the deed restrictions may still be in force. The sub committee recommends spending the money. Motion made to have the attorney do the review. Seconded. Money will come from the "legal" part of the budget. Passed.

14. Security and Enforcement Committee

♣ Stan asked why the names, addresses and phone numbers of Board members are published on the public bulletin board. After discussion, it was moved, seconded and passed that they be removed.

♣ Are we a private way? There was a discontinuance and abandonment of Beetle Road and we do all the maintenance. Is there an easement?

♣ Doryce summarized the parking policy. Realtors may need day passes. Asked the Board to approve as policy. The motion was made, seconded, and passed.

15. Nominating Committee

Doryce asked about the move to elect some or all of the members. How do we get the names? Who nominates the nominating committee? It was suggested that the informal meetings about the bylaw changes could be used to get suggestions and ideas about this from the members. A motion was made to have the meetings address this question. It was seconded and passed.

16. Forest Management Committee

There was a really good meeting with the forester, and a decision to try a two-step plan:

1. There is still damage from the ice storm, which is a fire hazard. Open parts of the forest for firewood. Take the fallen and damaged trees. Rope off parts of the forest that are accessible for this. Roped off by a forester, and extracted by a contractor. There will be a cost for the forester.

2. Once the dead wood is cleared, use the forester to decide if logging is possible.

O'Meara and Loren Clark agree with these steps. This will open the forest and improve its health. A motion was made to approve up to \$500 for a professional to come up to look at our forest. The funds will come from Tree Removal. The motion was seconded and passed.

17. Unfinished Business

Due to time constraints, discussion of wood for bridges storage was put on hold.

18. New Business

1. Frank Fazi nominated Richard Dziedzic and Ann Stone to the Nominating Committee. Seconded and passed.

2. An e-mail was received regarding a silted-up culvert. The owner wants a new culvert and will pay for the culvert itself if Wildwood does the work. Audrey will review the situation with Will and Wes. Wildwood will pay for the culvert.

19. Disposition of Open Forum Items

1. Dry hydrant information – The delay is over who has liability for damage to Wildwood property. Tolland wants no liability. The Conservation people and Frank have problems with that. Frank is waiting for Tolland to address his concerns. The town had originally said they would not bring large trucks up to the pond, but now they say they will, even for practice runs. Bob M offered to bring the fire chief to the next BOD meeting. The BOD agreed.
2. Andy Corn's concern was addressed in the treasurer's report.

20. Community Open Forum

♣ Doryce Seltzer

- o Reminded Bob M and Marcia to be open to ideas about how to handle nominations for the nominating committee
- o Is fearful of pesticides being sprayed along private property for the poison ivy
- o The kids at Meadow Beach came from cars with CT plates
- o For the Meadow Beach parking issue – what about putting boulders along the road

♣ Teresa Urbinati

- o She believes that her ideas and view points will serve the Finance Committee well
- o It is a good thing for the Operations Manager to go out and look at the Wildwood property to ascertain how it is being maintained.
- o Noon-WPOA members have the right to use the club house and park there

♣ Diane Massey

- o Regarding questions about rafts being put up, and mowing, etc – maybe Audrey could be proactive, sending out short updates to members about things that raise questions.
- o Wildwood is changing – that's true everywhere. We need to adapt

♣ Lorraine Vines

- o Boats on the beach are still an issue. And nobody should touch another person's boat. Can this topic be placed on the Agenda?

♣ Bob U

- o Bob U, Alan Binder and Scott Burghoff attended an LAPA meeting.

At 1:25 the Board went into Executive Session.

At 1:55 the Board came out of Executive Session

The meeting was adjourned at 1:55.

Respectfully submitted,
Marcia Eveland, Secretary

Wildwood Property Owners Association Board of Directors
Special Meeting
June 11, 2011
8:00 a.m.

1. Call to Order:

Frank Fazi, President, called the meeting to order at 8:05. Other Board members present: Stan Rosen, Marcia Eveland, David Laks, Bob Maselek, David Koerber, Rob Guyette, Ruth Buchanan, Joe Nunes and Bob Ueberbacher. Audrey Miller, Operations Manager, was present. Also present, from the Dam Repair Committee were Loren Clark, Susan Moore and Will Greene. A quorum was established.

It was immediately commented upon that the leak had silted over and so the level of Cranberry Pond was rising.

Frank introduced the Board and Committee members to Steve Mack (SM), from Foresight and Stave Gerrity (SG) from LB.

2. Discussion of the proposals for repairs to the dam

Frank explained that the meeting had been called to insure that the Board, the Dam Repair Committee and the design-build team were all on the same page. Then he turned the meeting over to Bob Ueberbacher, who organized the discussion around the four elements of the repair project.

(Note: in the following notes, Foresight will be referred to as FS)

A – COFFER DAM

- The October 2010 proposal from LB was more detailed. Is all that included in the new FS proposal? SG explained that the scope is different. The new scope is simpler – removal and repair.
- WW asked for a culvert with valve design system – is this included? Yes.
- The engineering proposal is detailed. The building part is not. FS/LB – more details will be given as the scope of the work becomes clear in the design phase. A closer look will give the best solutions.
- WW asked for a written statement from LB that links their work to the FS proposal.

SM at FS will go to Conservation to get draw down clarification. May need to do a bigger draw down. Would like to do it in September by at a faster rate so work can start in October. Need to drain down far enough to reach the breach in the coffer dam.

B – GATE VALVE

- No water is getting through right now due to silting.
- FS/LB says they will use the present concrete as a base. The new work will not join up to the old structures.
- WW asked that the scope of the work be added to the proposals.
- LB has a 5-year warranty. FS cannot do warranties, but can warrant that they will come to the site with LB if there is a problem.
- WW asked why LB offered at 15 year warranty in the earlier proposal. Their insurance is now limiting them to 5 years. LB agreed to personally warrant all LB work for 10 years.
- WW agreed that we will need to test the coffer dam regularly to be sure it is operational. The FS proposal has a lot of fine print in it. WW would like the same from LB. There will be two separate contracts, one with each firm.

C – RISER PIPE

- Can this be capped in some way now? Yes – LB can do that to keep the water in.

- Repairs will be reinforced with a fiber mesh in concrete. No rebar.
- Will part of the new structures be exposed to UV rays? Then they will need protection.
- WW wants periodic meetings during the actual design phase. Then decide before starting actual repairs whether there are substantial changes. SM – the design phase will go quickly, and they want no surprises.
- The construction phase will be effected by permits and weather. The Office of Dams and Safety will be the biggest hurdle. Our NOI is broad enough for Conservation, unless DEP or the Corps of Engineers decides to be involved.

D – HEAD WALL

- We will need security fencing
- No water appears to be going through the sag, and the sag is no worse. Can't know what's in there until it is exposed. There are no original plans.
- Regarding the over-all construction, there is silt in the basin. Can it be left in, and a channel put through it, rather than digging it out? SM – with the water out, they can take a look, but can probably leave the silt and make a channel. Removal may have permit issues, including possibly a water quality certificate.
- WW asked that LB be aware that this will be an attractive nuisance for kids at WW.

E – GENERAL

- WW requested the FS provide us with simple drawings of the work to be done on all four parts.
- We have inadequate reserves to cover costs at this point. We need good figures before our Annual Meeting. Can we have those by July 17? SM feels that this would be difficult. WW could put in a 15% contingency line to the budget in the meantime. FS feels they can't commit to July 17.
- FS will bill on a monthly basis for the design work. But there may be unforeseen issues. WW asked for milestones and a time line so we can chart progress.
- LB wants to buy materials soon. Once design is complete, construction becomes a fixed price. If there are cost overruns on labor and material, LB will absorb them unless it involves a state permit issue. LB has been in business since 1957 and has a good track record and good financials.
- WW will get a new proposal from LB when the design phase is complete.
- LB sees little problem with state regulations except possibly armory, using rip-rap.
- WW wants to know if costs given to us are conservative or if we should be more conservative. LB says their numbers should be pretty good.
- WW will do the FS contract ASAP, and then get to work with LB.
- WW stated that all bidders had the same information, so LB and FS are in the ballpark. WW will discuss and make a decision today, so that materials can be bought. LB has 10 days to exercise their purchase options.
- FS reaffirmed that they will go back to Conservation regarding the drawdown dates and rates.
- LB agreed that two men can do the quick repair for \$500.
- Ruth had a copy of Susan's notes from a meeting with Gallanic regarding the head wall that she gave to FS.
- WW requests that LB and FS stay in contact with the Dam Repair Committee. Recommends Steve Mack and Bob Ueberbacher. At least two conversations during the design phase. SM and BU will set up dates today.
- On-site monitoring by FS will be as needed, not everyday but when certain milestones are occurring. LB will have an on-site supervisor here daily.
- Ruth, Loren and Audrey will be day-to-day contacts with FS and LB.
- FS and LB confirm that they have done hundreds of projects together and work as a team.

Both Steves were thanked for coming to the meeting, and they left.

9:25 – BREAK

9:35 – meeting reconvened

3. BOD Discussion

There was a great deal of discussion about the information we received. Out of the discussion, some decisions were made, as follow:

- Bob M and Bob U will tweak the FS contract to be sure it has all that we want in it. Bob M will draft and get to Bob U for review. We will ask for a performance bond. They will pass on the cost to us anyway.
- We will ask both companies for their financial information, certificates of insurance naming us as an additional insured, and a copy of the engineer license. They are listed in the proposal, so should be able to give them to us.

A motion was made to accept Foresight's design proposal, and to give Frank Fazi the authority to sign the contract after Bob M and Bob U have reviewed it for proper terms. Seconded and passed.

A motion was made to accept the recommendation of the Dam Repair Committee that the BOD accept the design-build team of Foresight and LB for the purpose of the dam reconstruction project. Seconded and passed.

Bob U will notify the other bidders.

Frank asked for a consensus from the BOD that Audrey arrange with LB to plug the vent pipe for \$500 as soon as possible. It was agreed.

David L has a ball park figure of \$450-\$500 as the one-time addition to the member dues for 2012. We have to pay this year for the construction, so we need a line of credit as our reserves are not quite enough. We do not need a special member meeting, because we have enough in reserves to START the work.

There is a timing issue for the Annual Meeting. We could add 3-5% to the price given. July 17 is not good for getting an accurate quotation from FS. We should delay the Annual Meeting.

There was discussion about cost estimates and meeting postponements.

A motion was made to move the Annual Meeting to September 11. It was seconded and passed.

4. Additional comments

- No final payment will be made until all work is reviewed. We will revisit the construction proposal after the design phase is done.
- We are only signing the Foresight contract now.
- District Directors need to contact their area property owners about all of this and the importance of the annual Meeting. A list of talking points will be given to the DDs. Audrey reminded us that one selling point is the silt problem that could result in DEP fines.

Meeting adjourned at 10:10 / Immediately, Frank called the BOD back to the table. He has concern about LB having time to purchase materials without a contract. The BOD agreed that we had voted for the team, and for LB to do the work. We have not yet accepted a formal proposal from LB, but they will do the work.

Re-adjourned at 10:15. Respectfully submitted, Marcia C. Eveland, Secretary

Wildwood Property Owners Association Board Meeting
July 16, 2011
9:00 a.m.

1. Call to Order: Frank Fazi, President, called the meeting to order at 9:00. Other Board members present: Stan Rosen, Marcia Eveland, David Laks, Bob Maselek, Ruth Buchanan, Joe Nunes, Rob Guyette and Bob Ueberbacher. Audrey Miller, Operations Manager, was also present. A quorum was established. Because of the amount of material to be discussed, Frank requested that we limit our discussion whenever possible.

2. Community Open Forum

- Diane Massey – Attended the district 6 meeting, where there was a discussion regarding the Lodovico home. She also attended the Tolland Town Meeting, where WPOA had a complaint on the agenda that was not discussed. She requests that we send a letter to Tolland about this property.
- Ann Stone believes that the Property Management Committee is non-functioning right now. It needs a chair with construction background and expertise. The Operations Manager needs to be advised by the Committee, but can't right now. Also – can the report of the Nominating Committee come earlier on the Agenda? Joe moved that the Agenda be amended so that Nominating could make its report as soon as Doryce Seltzer arrived. Motion seconded and passed.

3. Approval of Minutes

- The Minutes of the June 4 meeting were approved without corrections.
- The Minutes of the June 11 Special Meeting were approved without corrections

4. Operations Manager Report

- The back hoe doesn't work – someone will be out to look at it next week. This is an unanticipated expense.
- The water tank needs to be replaced.
- A dumpster will be set up at the end of July for a limited time, for community use.
- Audrey MAY have found a lifeguard.
- The outboard motor was tuned up in the spring. Yesterday it wouldn't run. Can't be used for the Regatta. They will try to fix it on Monday.

5. Report of the President – None. He will have a report in the newsletter

6. Report of the vice President - None

7. Report of the Secretary - None

8. Report of the Treasurer

- The 2011 budget has nothing unusual to report
- Regarding the Line of Credit as a bridge between paying for the dam and receiving dues. FYI we have just about enough in our Reserves to cover the cost. The bank said OK to the line of credit, but later advised that it will be a collateralized loan. We would have to put up our reserves, so that, in effect, we are borrowing our own money. The BOD could guarantee the loan, not personally, but as the representative body for Wildwood. The bank is going to look into this. Are there other options?
 - o Members could also be encouraged to pay their dues early.
 - o Wildwood could also issue bonds to members
 - o Members could prepay dues for several years.
 - o We can consider offering a discount for 2012 dues paid in 2011.
 - o The line of credit is \$110,000 but we may need only \$30-50,000.

o This is a cash flow issue –we can replace reserves as dues come in. Bonding is expensive.

- The 2012 will be presented as voted last month.
- There is some flexibility from the contractors in how we are billed.

9. District Director Reports

- Bob M. was part of a joint District meeting of districts 1 and 2. Low turnout. They talked about the dam repair and the cost. Most people were resigned to it.
- Ruth attended a budget workshop. Again, low turnout. One person asked why the dam was never a reserve item. We need a reserve line for the dam, that can build up over time.
- Rob and Bob U had a combined district meeting. Lots of members present. Concern re: Lodovico property. Per Frank, next town meeting is 7/25. We will write to the town selectmen and get on the agenda. Bob U and Rob need to get witnesses, to write/e-mail what they see.

At this point, the Agenda was amended and the report of the Nominating was moved to the first committee Report.

10. Nominating Committee

Doryce presented the findings of the Committee

- Re: bylaw changes for Nominating –
 - o 5 members. Four voted in, plus one BOD member.
 - o Staggered terms for the 4 elected, two coming off at a time
- The Committee followed Roberts Rules, and gave one name per position on the slate, as follow:
 - o Vice President Stan Rosen
 - o Treasurer Charles Higham
 - o District 2 Teresa Urbinati
 - o District 4 Guy Prairie
- To get the information out to the members, and to be fair, the committee also recommends:
 - o Only the slate has bios in the newsletter. Those wanting to be nominated from the floor should bring their bios to the Annual Meeting for distribution. Time will be given for members to read the bios.
 - o There will be no discussion of nominees at the meeting.
 - o At the Annual Meeting, Roberts Rules will be followed. The nominee will be named, then floor nominations will be taken. No second is needed. After the slate is fully presented and floor nominations have been taken, we will vote.
- A motion was made to accept the slate. Seconded. 7 for, and 2 abstentions.
- Marcia gave information about alternative suggestions she received at the information meeting last night. There was a great deal of discussion regarding the various recommendations by the committee.

At this point, the Secretary excused herself for a few minutes, and the Treasurer took the Minutes.

- Stan recommended that nominating take another look at their recommendations based on the discussion, and come back later in the meeting. They agreed.

9. District Director Reports (continued)

- District 5 is appalled about the lack of a life guard. There is also a need for more trash collection at the braches.

11. Lake Management Committee

- Lake Mapping quotation came in \$1,700 over the budgeted amount. Stan made a motion to spend the additional to go forward with the project. There was discussion around the need for this project vs. keeping our costs down this year. The motion was seconded. Passed 6 – 2.
- Motion made to authorize Frank to sign this contract. Seconded. Passed 6 – 2.

12. Security and Enforcement Committee and Documents Committee

- Stan will be having a discussion with our lawyer in a week or so. Will report at next meeting.

At this point, the Secretary returned to the meeting.

13. Security and Enforcement Committee

- Incident Statistics – with a Greeter in place, Stan was able to document cars and people not belonging here. He presented the information as a table. After much discussion, it was agreed that this report should be in the newsletter, with some minor word changes. The BOD agreed that it is fine to take license numbers to the Tolland police, and issues of disturbing the peace. On October 1, this Committee will be meeting with the Tolland police.
- Frank asked the BOD to think about illegal fireworks and the mess left on the beaches over the July 4th weekend. What do we do about traditional illegalities, especially going late at night? Against Massachusetts law if not done by professionals. We will need to talk about this later.
- Stan handed out a comparison of the pros and cons of security cameras. After some discussion, Frank suggested that the “con” side needed to be written by someone with that point of view. Bob M offered to write up the “con” side. Stan requested that he then be allowed to see Bob’s comments and have the opportunity to address them in the “pro” side. Stan also requested that Marcia read over both sides, and she agreed to do that. Stan and bob were reminded that this needed to be done and to Marcia by Sunday evening.

At this point, there was a break - from 11:00 to 11:50

- Stan presented a request for a Bylaw change regarding the Security and Enforcement Committee. A motion was made to accept the recommendation of the Security and Enforcement Committee for a new definition of the committee in as a bylaw change, to be presented to the members of the WPOA at the Annual Meeting. Seconded and passed.

14. Documents Committee – they are waiting to talk to Tolland.

15. Nominating Committee (continued)

The Nominating Committee came back with their final recommendations:

- Terms must be staggered
- Have 5 members, 4 who are elected and 1 from the BOD, to be in line with the other committees.
- Publish only the slate bios. Otherwise it demeans the work of the committee and makes it almost an open election. Those wanting to be nominated from the floor should be advised to bring their bios with them to the Annual Meeting.
- The motion was made to accept the bylaw changes with these recommendations. Seconded. Passed: 6 for, 2 against, 1 abstaining.

16. Community Relations Committee

Diane Massey had no formal report, but made the following comments:

- Items – mostly for children – are needed for the Field Day raffle.
- There is Bingo tonight
- 15 realtors were invited to the realtors’ event. 2 came; the others gave no response to a letter, and e-mail and a phone call. They had lunch, were given packets, and the realtors’ book. 2 realtors called later for the packets. May do this annually.
- Need to develop a policy about realtors at Wildwood, and regarding open houses. They have been told to leave their card with the Greeter, but potential buyers will need guest passes.
- Mark Harutunian has donated a screen so we can have movie nights. It might be capable of power point.

17. Forest Management Committee

- Bob U reported on a walk with licensed, certified New England area consulting forester – Mel Harder. Meadow to Woods to Deer Run to Brook. Counted all trees larger than 2". Will do written report.
- Forester gave some recommendations.
 - o Would use Tom O'Meara as logger for quality and integrity
 - o Do any logging prior to apply for 61B, because need to submit management plan, which is easier after logging.
- Bob will have the report for the Annual Meeting

18. Dam Repair Sub-Committee

- The engineering contract is signed with Foresight.
- When the engineering part is complete, will re-do contractor's contract.
- There is no down payment – we pay as work is completed.

19. Annual Meeting/Newsletter

- Audrey needs the final proposed changes to Articles 6 and 7 and the Nominating Committee, as well as wording for Collections and Security.
- The last three meetings with Marcia/Bob will be information sessions, and Audrey will put that in an article.
- There will be an article on Stan's observations and on the camera pros/cons.
- There will be an article from the Lakes Committee.

20. Unfinished Business -

- Dry Hydrant at Otter Pond
 - o Bob M spoke to the Selectmen – they don't want use restrictions. We need to sign the agreement
 - o Frank has signed the agreement. The issues regard practice sessions, not emergencies – Who repairs damage to landscaping? Conservation agrees with Frank that town should do it. Also concern about introducing invasives into Otter Pond, since Tolland has been known to use outside water and puts it back into our ponds.
 - o Frank is waiting for fire chief to respond to Frank's concerns.
 - o Legal question – if there is no pipe, and there is no water during a fire, who is responsible?
 - o Bob U suggests we get this issue onto the 7/25 town meeting agenda. Agreed.

21. New Business

- Reviewed draft of letter to Selectmen re: wildwood figuring out our deed restrictions. Motion to send the letter to the Selectmen. Seconded and passed. Frank will get it onto the Agenda and read it into the minutes.
- E-mail regarding the Otter Pond buffer zone. Two are violating it. After discussion, agreed that last year's letter should be resent to the two.
- E-mail regarding a missing dock at Otter pond. This is an ROW dock. Discussion raised questions about cost, need for an NOI. Final decision: Audrey will do an RDA, then get back to the member.
- E-mail regarding a new book written by a member. Put in the newsletter as a note of interest. Also put in a note about the death of past resident Betty Goucher.
- E-mail about new key access to the club house. Would need to rewire the alarm system. Questions of responsibility. The BOD rejected the request. Audrey will advise the writer.
- Letter regarding lot donation at 49 Owl's Nest. Discussion about the moratorium. Also they owe \$65,000 in back dues, which far exceed value of property. We no longer get a tax break on these properties. No desire set precedent. Still in discussion with town about taxes.
- Request regarding the tennis shelter - \$150 approved in 2009. Ruth requests permission to run with this and get it done. Motion made, seconded. Some discussion about town approval not being

needed for something this size. Passed.

22. Disposition of Open Forum Issues

- Frank will send a letter to the town regarding the Lodovico property. Would like witness statements.
- Frank nominated Susan Moore as Property Management Committee chair. The original vote on this nomination was in June, and the vote was 3 to 3. The nomination passed, 8 for and 1 against.
- One more e-mail about weeds at Otter Pond. Diver needed? We have the funds budgeted. Diver is \$45/hour. Wait for mapping. Then have diver look, then tell will and Wes.

23. Open forum

- Ann Stone regarding proxies. Wants to elect nominees to the Nominating Committee by the quorum that is present, not proxies, per Roberts. But bylaws overrule Roberts. A motion was made to elect nominees to the Nominating Committee by those present, not by proxies. Seconded. Passed.
- Pat Uberbacher
 - o The BOD should have someone in charge of having the bylaws at hand for every meeting
 - o Wonders how the Nominating Committee can assess a person's "attitude."
 - o Be aware of what you say and how you say it at a meeting
- Susan Moore
 - o Had more information about the Lodovico property
 - o To read a letter into town meeting minutes, must be on the agenda. Needs to be done 2 business days before the meeting, so we need to do this ASAP.
 - o Our Face Book page is up and working.
- Diane Massey
 - o Consider a petition about the Lodovico property – some may fear repercussions
 - o Fishing Derby just finished – prizes for biggest, smallest, and most caught.

At this point, the BOD took a break from 1:00 to 1:10, and then entered Executive Session.

Came out of Executive Session at 1:25.

Meeting adjourned at 1:25.

Respectfully submitted,

Marcia c. Eveland, Secretary

Wildwood Property Owners Association Board Meeting

August 6, 2011

9:00 a.m.

1. Call to Order: Frank Fazi, President, called the meeting to order at 9:00. Other Board members present: Stan Rosen, Marcia Eveland, Dave Koerber, Ruth Buchanan, Rob Guyette and Bob Ueberbacher. Audrey Miller, Operations Manager, was also present. A quorum was established. .

Frank asked us to vote to accept the printed Agenda. The motion was made and seconded. Ruth requested that the Dry Hydrant be added under Unfinished Business. This was done. The motion passed with that addition.

2. Community Open Forum

Anne Stone reported that Eric Munson had approved the tennis shelter with nothing further required by the town. She thanked Ruth Buchanan for all her help. Anne also reported on the bear that got into her screened porch, and thanked Wes for his rapid response. The bear finally got out unaided.

Teresa Urbinati had two comments:

o Regarding the budget, we need to show the percentage attributed to lakes, to roads and to members. The Finance Committee had agreed that this should be done, and she wants that verified by the Board. Stan confirmed that Committee discussion.

o Regarding the dry hydrant at Otter Pond, she encouraged the Board to invite the fire chief to a discussion. Her home was recently hit by lightning, requiring replacement of all appliances, heater and generator. She feels the hydrant is needed.

3. Approval of Minutes, July 16, 2011

23 Open Forum, Anne Stone – the discussion was regarding proxies for voting for nominees to the Nominating Committee. Voting for them should be only by the quorum that is present, not by proxies.. The Secretary will make the change in the Minutes. The Secretary pointed out that she didn't make this change in the proposed bylaw amendments. She will make the change, and give it to Audrey to send out to the community ASAP.

Audrey pointed out that there is a problem with the budget part of the published proxy because it asks for a yes/no Road Fee vote but doesn't give the fee figure. A motion was made to change the proxy. Seconded and passed.

4. Operations Manager Report

We have a new life guard – used to work at Six Flags. She interacts well with the kids, who like her.

Office is getting 2 calls daily about bears on property. The Environmental Police should be notified about nuisance bears – Audrey will publish their number.

Blueberry meadow has been mowed, and about picked out!

The boat auction sold 7 of 9 boats – the remaining 2 were put in the dumpster. Netted \$121. Suggestion – next year do sealed bids instead of a silent auction.

50 boats were found without the “11” sticker – 3 older than 2010 were on Main. 2010 will be pulled next year. Remind at Annual Meeting – and the District directors should also remind people.

Front of Meadow bath house is done.

A request was made for a list of major projects currently “in the queue.” Audrey can do that monthly. Property Management is surveying all assets and setting up files on them – buildings and vehicles. Currently:

- o Culvert at Meadow – engineer going to Conservation soon, getting plans so can go to contractors

- o Clubhouse roof is out to bid

- o Owl’s Nest run-off problem will be done in-house this coming week

- o Porcupine Point work – know more after see cost of Meadow culvert

- o Back hoe is waiting

Question asked about why branches were cut at property on Fox Den. Homeowner not notified, branches not cleared away. Audrey will check...

5. President’s Report – it’s all in this Agenda

6. Vice President’s Report – no report

7. Secretary’s Report

She has done two more information meetings re: bylaw changes. No people for last Saturday, and just one person last night. She asks BOD members to please let everybody know that next Saturday morning was the last such meeting.

8. Treasurer’s Report

Arrears: One new agreement to pay over 5 years. Received the attorney fees, too. One of the original five has not agreed to pay or settle, so may go to court.

Dam Repair financing: New offer from the bank. Can we give a discount to people who pay dues early? Should we use our reserves now and then replenish as dues come in? When are funds actually needed? Can we have a payment schedule with the contractor? Engineer work is done. Will be presented to conservation and DEP, and given to contractor... Dam Repair Committee, contractor and engineer will meet next week. Engineer needs to be paid – we have that amount in reserves.

9. District Directors

Bob U reported walking the District recently. Bears are a main concern. Eileen Stringham died last week – her husband designed the ski slope.

10. Property Management Committee

Sue Moore had her first meeting with the committee. Will inventory all buildings, equipment and grounds, then bring findings to Audrey. Will soon begin looking at projects for the 2013 budget.

At the Annual Meeting, Property Management needs member approval for capital projects, like Fox Den bath house. OK is needed even though the project is funded.

The loader is too old to repair. Need to replace it. \$24,000 in tractor reserves, and \$20,000 more in 2012 budget. Committee wants to look for a 2005-2006 model. Emergency – needed for road and culvert work. There was a discussion of options. Motion made to give Property Management authorization to research such a purchase, up to \$45,000 as cost for the total package, including tax and delivery. Seconded and passed.

11. Lake Management Committee

Juan Rodriguez replaces Paul Sandy doing the fish stocking

Walter Gay saw purple loosestrife – Hank Eliot has been pulling it up.

Ken Wagner did the lake survey. Extensive. No invasives. No diver needed at Otter Pond. Full report coming. Committee presentation at Annual Meeting.

A motion was made to hold off on Otter Pond weeds this year. Seconded and passed. Audrey will notify those who had concerns.

12. Building Review Committee – no report

13. Security and Enforcement Committee

Stan has spoken with Steven Riley, the attorney. Still no final answer re: deed restrictions. Promises a response by our September meeting.

Incident statistics: there was a party at the clubhouse and a guest put an outside boat in the lake. Will had them take it out and they were cooperative. Need a reminder at the annual Meeting. The member had asked about guest boats, was told only if washed, and did it anyway.

There have been several late Friday night disturbances at Meadow Beach, and a break-in on Stone's Throw.

Eric Munson agreed to meet with this committee. Stan will send him information on these various incidents.

May need to look again at guest boat policy. Can we have people planning to use the clubhouse sign a copy of the guest policy?

The committee would like to do some information meetings about cameras before the Annual Meeting. Motion made to allow this in the clubhouse. Seconded and passed.

At this point, the Board took a break. From 10:35 to 10:50.

14. Forest Management Committee

The report is received from Mel Harder. Our forest is an asset. Gave a count of the trees and the value. Suggests we not harvest firewood. Report figure is the harvested net value – a logger will pay us. Need to survey our property lines first – an estimate. Need to file a cutting plan with the DEP. Should do cutting before apply for Chapter 61B. Bob U will have a presentation for the Annual Meeting and a paragraph for the special mailing.

15. Dam Repair Sub Committee

Primary engineering design is done. Will go to Tolland Conservation, MA DEP, etc. Expect no problems with NOI and regulatory agencies. Loren has asked that committee members meet at LB in their Lee offices. Foresight will come down from their Pittsfield office. Bob U thanked Dave K for all his work on the report.

16. Trail Committee

New co-chairs, Libby and Ed Zakowicz introduced themselves. Requesting approval to lay board walks across muddy parts of the trail. Have the donated wood. No digging required – just lay the plank platforms. Hope to do on October 22 at their clean-up day. Sale of property at Meadow/Porcupine is forcing the trail to come out on the road. Motion made to allow the trail to be rerouted along the road. Second and pass. Will re-do trail map, and include GPS information. Plan to add letter boxing, orienting.

17. Unfinished business

Tennis shelter all set. Will schedule the work through Audrey.

Dry Hydrant – Frank will talk about it at the town meeting on Monday. Will ask chief Littlefield to be there, and to have it put on the agenda.

The issue of the property at the entrance to Wildwood came before the selectmen. The town asked the owner to come to the next meeting. Stan reported asking the attorney about this issue. Was told that properly, a zoning officer should go to the property, then cite or not cite. We can appeal and even go to the state. Frank is willing to do whatever it takes.

18. New Business

There was discussion about the agenda for the Annual Meeting, regarding presentations and items for vote.

19. Correspondence

Problems with owner non-members using facilities. Audrey has had several complaints about this. One uses a member's laundry key. One owner non-member complained about not being able to access the lake and use the beaches – Audrey told the person to use the ROW. About 12 owner non-members. The person using the member laundry fob was caught on camera. The member had explanations, but now the misuse is regular. Suggestion that we can deactivate the laundry fob. Need to define "member in good standing" and also define

how/when a person is not in good standing any longer. How do we enforce? Need to check bylaws. The BOD will send a letter to owner non-members about the consequence of opting out of the WPOA. No access to lake except by ROWs. No beach. No parking. What about being a guest of a member in good standing? Can we open the laundry to everybody? Charge for the fob?

☐☐Audrey has received one e-mail and two verbal complaints about spraying the poison ivy. Will and Wes pointed out where to spray. Told to check ROWs too. Frank will respond.

☐☐An e-mail was received about selling WPOA land for a golf course. After discussion, Frank agreed to let the person know we are not allowed to sell this land.

☐☐There was correspondence about the bears in Wildwood. Audrey will publish the appropriate phone number. There will be a table at Field Day about the bears. Suggestions to walkers – put jingle bells on dogs, carry a small horn.

☐☐Correspondence received about owners using the common property around Otter Pond as their own. Violates the buffer zone. These residents were sent letters last year. Frank will investigate.

20. Disposition of Open Forum topics - done

21. Community Open Forum

☐☐Teresa Urbinati referred to the budget under Owner Services laundry/gas. Has allocation to Roads and Lakes, so owner non-members can use the laundry. Teresa will ask this to be discussed at the next Finance Committee meeting.

☐☐Sue Moore had three comments

- o May need to change budget allocations

- o There are no land restrictions right now because they expired and were not renewed, so the BOD CAN sell the land! Wee need to redo them.

- o Those owners on Otter Pond are NOT taxed by Tolland as waterfront lots. Taxes would go up if they were. They are not waterfront per the town, so should not use the waterfront.

☐☐Richard Dziejdzic asked for an explanation about the quorum needed to vote on bylaws. The Secretary read from the bylaws that a quorum of 50 present (not proxies) is required, although the proxy votes can be counted in the actual voting.

☐☐Bob U pointed out that Districts 3 & 6 submitted minutes of their combined meeting. What about the other districts. Ruth and Joe have them, but not yet submitted. None for Bob M and Dave K – but the concern at their meeting was about the dam repair.

The meeting was adjourned at 12:45.

Respectfully submitted,

Marcia c. Eveland, Secretary

Wildwood Property Owners Association Board of Directors

Special Meeting

August 20, 2011

8:00 a.m.

1. Call to Order:

Frank Fazi, President, called the meeting to order at 8:00. Other Board members present: Stan Rosen by teleconference, Marcia Eveland, David Laks, Rob Guyette, Ruth Buchanan, Joe Nunes and Bob Ueberbacher. Audrey Miller, Operations Manager, was present. A quorum was established.

It was moved that the Agenda be amended as follows:

1. Add a Community Open Forum at the beginning, with the caveat that comments be limited to one minute and that they be in reference to the Agenda items.
2. Add Porcupine/Meadow drainage issue

The motion was seconded, and passed.

2. Community Open Forum

□□Lorraine Vines – In reference to the Finance Committee decision about the back hoe, they voted to repair it in direct contradiction to the report by Ray Salmonsens's recommendation to purchase. Ray was already looking at a possible one with Wes. We need to buy one now.

□□Loren Clark – Regarding the Finance Committee decision to repair the back hoe, that committee did not discuss possible financing. The machine is used to load salt and sand. Down time is not an option. Buy one now.

□□Teresa Urbinati – at the 7/11/09 BOD meeting, the BOD voted unanimously to buy a back hoe. The old one, at that point, had a \$25,000 trade-in value. The value has since gone down and prices have gone up. So has maintenance. We need to buy one now.

o Frank asked why it wasn't purchased then. Ruth had the information, and will give it at that point in the Agenda

□□Anne Stone – Repairing is like throwing money away. Ray made a recommendation, and Ray/Wes have found one. We need to buy now.

□□Susan Moore – Reference was made to a written recap about our machine. It is 25 years old, has 4,685 hours.

3. Financing of Dam Repair

Finance Committee Recommendation

David Laks reported on the issues.

- a. Right now the final cost is unknown, so we may not have enough cash on hand.
- b. We have no contract telling us when payments will be due, so there may be a gap between cash on hand and money to cover the cost.
- c. Bank financing was a dead-end due to the terms the bank demanded.

David presented two possible plans for financing the dam:

- a. Plan #1 – offer a 2% discount for 2012 dues paid and postmarked within three weeks of the bills going out, including partial payments. A high percentage of members pay before year-end.
- b. Back-up Plan – Members will be invited to loan Wildwood \$10,000 at 3% (maximum) annual interest.

A motion was made to accept the finance Committee's recommendation. Seconded. More discussion:

- 3 members of the Finance Committee already said that they would be interested in making those loans.
- Member loans would all be repaid by the end of 2012.
- The options can be explained at the annual meeting and show on the bills. We can also do an e-mail blast after the annual meeting.

The motion passed.

4. Back Hoe

David reported that the Finance Committee voted to repair, rather than buy, a back hoe at this time. He presented the reasoning:

- It is not an emergency
- The financial plan is to purchase one in 2013 – the reserves are already building up. The current reserve is \$22,100. 2012 will bring that up to \$38,000.

Ruth reported that in July 2009 Wes met with a dealer. IN august of that year, Wes did a test drive. IN September, 2009 he met with a John Deere rep. IN December 2009 the back hoe needed to be repaired. A used back hoe was available if Wildwood moved quickly. But the dam happened. There were issues regarding the BOD and fiscal responsibility. There was a \$20,000 budget error. So while the BOD approved the purchase, it just didn't happen.

Audrey indicated that wildwood needs a back hoe immediately. Either repair or buy, but it is needed now.

David asked Susan Moore about her discussion with Steve Gerrity at LB Corporation. He feels repairs now will maximize later trade-in value. Believes the present machine can last longer. Susan had asked Wes about past repairs: hydraulics about 12 years ago, ongoing battery drainage issue.

Loren Clark asked to address the BOD, and was given permission. Spoke about his background with heavy equipment and also said that when Will and Wes rented equipment, it didn't turn out well.

A motion was made to accept the finance Committee's decision to repair the back hoe rather than replacing it. Seconded. Marcia asked about financing – paying one third with the reserves on hand, and then using the reserves from the next two years to pay off the loan. After more discussion, the vote was taken, and the motion passed.

At this point, a 5 minute recess was called. Stan signed off.

5. Laundry Usage

After questions were raised about laundry use by owner non-members, the Finance Committee looked into funding for the laundry. Replacement of the old laundry facility was apportioned 60% Roads and 40% Lakes. It has now been reapportioned to include 10% members. It appears that all who paid for the laundry should be able to use it. A motion was made to allow key fobs to all property owners not in arrears on their fees. Seconded and passed.

6. Larsen Property

Drainage problems began in October 2008. Frank went over the entire history of the problem. An NOI is now needed. The property owner needs to be on it or do their own. Conservation thinks the design for the fixing looks good, but DEP needs to rule on it – a culvert on private property can't be approved unless the owner is on the project.

A motion was made to file this as one project and have Larsen sign on to the NOI with Wildwood. giving Wildwood permission to do the work. We can then invoice the owners for the labor portion on their property. Seconded and passed.

The meeting was adjourned at 9:15 a.m.

Respectfully submitted.

Marcia C. Eveland, Secretary

**Board of Directors Meeting
September 10, 2011**

- 1) Call to order at 9: 07 am.
- 2) Members present: Frank Fazi, Stan Rosen, Charlie Higham, Bob Maselek, Teresa Urbinati , Rob Guyette, Guy Prairie, Joe Nunes, Bob Ueberbacher, Audrey Miller and (past Treasurer Dave Laks via telephone).
- 3) Frank greeted the new Board members. Frank also thanked the departing members for their hard work.
- 4) Frank thanked Dave Koerber for his important work on the dam committee.
- 5) Community Forum:
 - a. Diane Massey—she is reserving the Clubhouse on Oct. 22 for a party with friends involving the sale of environmentally friendly products. She is inviting anyone at WW to join them.
 - b. Ruth Buchanan – She is concerned with the lack of progress on the dry hydrant at Otter Pond. WW needs to talk to the Fire Chief.
- 6) Approval of August 6 Minutes: Joe made a Motion to approve Teresa made a comment that when data is presented it should also show percentages. All members voted to approve.
- 7) Discussion of new dump truck. The Board needs more data to make a decision.
- 8) Operations Manager report: Audrey Miller made the report:
 - a. Audrey commended Wes for single handedly cleaning up after Hurricane Irene, with very little help from a part time helper who was only in on one day.
 - b. Pond mapping was \$3,896 for both ponds, under the anticipated cost by \$500.
 - c. Resident asked to cut wood on WW property. The Board felt this was too dangerous. Audrey will check with WW insurance company. There was a Motion to allow cutting of fallen trees only at this point.
 - d. Discussion of bills/payments. Bob M will write some wording to grant prompt payment discount of 2%.
 - e. Discussion of asking Will/Wes to do security rounds.
 - f. Discussion of sending flowers because Will's sister passed away. Consensus was to send a donation to whatever was listed in obituary.
 - g. Stan made a comment that our greeter was too lax.

- 9) Frank indicated that the budget passed at the annual meeting.
- 10) Teresa made a Motion to approve Tom O'Meara as our logger. Joe seconded. Unanimously approved.
- 11) Scott Burghoff wants to step down as Lakes Committee Chair. The Board thanks Scott for his diligent efforts. Frank nominated Loren Clark for that position. Teresa seconded and the Board (except Stan and Bob U) approved the nomination. There was discussion about who would chair the Lakes committee, and the possibility of reconsidering the appointment, which was turned down because only someone who voted with the majority can ask for a vote to be reconsidered..
- 12) Frank's President's Report. Frank commented that, from research and documents he has seen, and the lakes committee, it appears clear that prevention of invasives costs less than managing them.
- 13) Stan's VP report. Stan commented that the BOD should work toward a unified approach regarding community issues such as invasive species.
- 14) Secretary report. None
- 15) Treasurer report. Charles Higham. ;Discussion of the continued efforts to collect unpaid dues
- 16) District Directors. Discussion of trimming trees near Pond ROWs. Joe said that Wes did a heroic and terrific job taking care of an erosion problem in his district, and that Jerry Devokaitis also praised the jobs Wes did.
- 17) Discussion of Bylaws changes. There were not enough people at the Annual Meeting to vote. (need 50 people present). After several false starts the board voted to hold a Special Meeting on Sunday Oct 9 at 11:00 am.
- 18) Discussion of MGL 61B. Postponed.
- 19) New Business. Discussion of Dry hydrant. So far the Town has not responded to Frank's changes. We need to set up a meeting with Eric Munson, Bob Littlefield and Frank.
- 20) Discussion of Otter Pond abutters and encroachment on to Wildwood property. Bob M will draft another letter. Frank asked Teresa if she could investigate ownership of the Otter Pond properties. Letters. Porcupine Point letter. Frank will respond.
- 21) Linda Guyette/Cultural Council - summer 2012 beach concert. Approved, with Insurance Certificate and Porta Potty for event.

22) Open Forum.

Sue Moore had some comments:

- a. Beach party people should hire their own lifeguard.

Not that there was a dog confrontation on the beach.

The By Laws say that a guest must be accompanied by a member or have full access to the owners house.

b. On Otter Pond we do not have a policy that prohibits people from leaving boats on WW property. *

c. No one is permitted to alter the condition of WW property.

d. WW should write a yearly letter to Otter Pond abutters.

e. Non WPOA members that only pay lakes and road fees cannot use the amenities including beaches. **

Adjourn at 1: 29PM.

Submitted by Bob Maselek

At the 10/1 Board Meeting, the BOD made these comments regarding these issues:

* #51 of the R & R prohibits this except in designated areas

** They may however, use the laundry facilities

Wildwood Property Owners Association Board Meeting

October 1, 2011

9:00 a.m.

1. Call to Order: Frank Fazi, President, called the meeting to order at 9:10. Other Board members present: Stan Rosen, Marcia Eveland, Charlie Higham, Bob Maselek, Teresa Urbinati, Rob Guyette, Guy Prairie, Joe Nunes and Bob Ueberbacher. Audrey Miller, Operations Manager, was also present. A quorum was established.

2. Additions to the Agenda

Frank asked that an Executive session be added at the end of the meeting. He was reminded that there was another meeting in the club house at 1:00.

Frank thanked Scott Burghoff for his work as chair of the Lakes committee, and asked that Loren Clark's report as the new chair of that committee be added under Standing Committee reports, after Property management.

The motion was made and seconded to make these changes. Passed unanimously.

3. Community Open Forum

Loren Clark commented that the 2002 CC&R required a 2/3 vote to change bylaws. Also feels that all bylaw changes need to be recorded on all wildwood deeds per the Franco lawsuit.

Steve Strinie praised the staff for their road work. Has a concern about crowning of Slope Road. Believes we should wait to purchase a dump truck due to other expenses coming up, so that we can replenish funds, and suggests we use the old one for two more years, since it doesn't get high usage.

4. Approval of Meeting Minutes for September 10, 2011

#19 – change wording from “inventory” to “investigate”

#14 – correct spelling to “Higham”

Add President's report re: invasives

#12 – clarify VP report

#5v – should be Ruth Buchanan

#10 – should be Tom O'Meara, and as, not ask

#11 – add Frank's explanation that only a person who voted with the majority can ask for a revote

#13 – add “and that” before ‘Jerry’

☐☐#16 – remove sentence fragment

☐☐#11 – clarify wording

☐☐#22 –

o item a – change ‘of’ to “or”

o item b – add BOD comment referencing R&R #51

o item e – add BOD comment that laundry facilities may be used

Motion was made to accept the Minutes as corrected. Seconded and passed.

5. Operations Manager’s Report

a. Audrey made a Wildwood donation to a Lutheran Church in memory of Will’s sister/Wes’ aunt

b. Invoices have gone out – with the early payment incentives

c. A request was submitted to Conservation asking permission to draw down the ponds in preparation for any impending major storm and it was approved at a rate of 3 inches per day for one week prior to a storm. Irene brought 24”.

d. Audrey submitted a list of Irene-caused damage to Conservation. State allowing repairs without permits up to a cut-off date. Not for new, but for repair. Some repairs need to be done after we get freezes – Audrey can send a new list of those repairs and get a 2-month extension.

e. Except for a few small items, work on the end of Owl’s Nest is done.

f. Repair to club house roof is in progress – they need the rain to stop!

g. The Larsen repairs were approved by Conservation, but now needs some revisions. Audrey called conservation and they had not yet sent it to DEP. The changes will be done.

h. Porcupine Point work has started – stopped now while Wes is away.

6. President’s Report

Frank commented that the BIG news is the RAIN!

There is damage to the intake pipe preventing outflow of all this excess water.

7. Vice President’s Report – no report

8. Secretary’s Report

Audrey has purchased a laminating machine for the office. Marcia has turned over the rest of the laminating sheets, and is in the process of reorganizing all the permits to send them to Audrey.

9. Treasurer's Report

- Charlie met with Frank and Audrey to get an understanding of our ledger system and get background information.
- Regarding the monthly treasurer's report, he may make changes as he prefers cumulative reports.
- There was a joint Finance/Property Management meeting just before this BOD meeting. Property management proposed trading in two trucks for a new dump truck. A recommendation to repair the current dump truck was not approved. The finance Committee has not had an opportunity to discuss this recommendation, and so Charlie cannot make a recommendation to the BOD.

10. District Directors' Reports

- Bob M – people on Owl's Nest are happy with the repairs. There was a request that if beach items are removed from Fox Den Beach, the items be stacked neatly so they are easy to find and retrieve.
 - o The BOD discussed how to dispose of items not taken off the beaches. By consensus, make Columbus Day the deadline, then give two more weeks before removing items. Suggest that people call their Director or the Office if they can't manage that. Audrey will send an e-mail blast about this.
- Teresa – all is quiet in her district.
- Rob – a member expressed concerns about the health of the ponds, including storm pollution, after Irene, and was not satisfied with Rob's response. Audrey spoke to the member and referred them to the Tolland health authority if they smelled anything bad.
 - o There was some discussion about the e coli after the hurricane, and about failed septics and contaminated wells.
- Guy – he will let his district know about the beach clean-up. Notes that Lakeside beach has boats all over it. Suggests that boats on racks be tied down to avoid being blown and damaging other boats.
 - o There was discussion about moving all boats from all racks, to allow for repairs, but it was agreed to move boats from racks only when a specific rack was to have specific repairs. There is a rack at Meadow that is farther away from the beach, and it is almost empty. We need more racks – can this be added to an NOI? Also, Wildwood should not be responsible for boats left on the beach area. By consensus, the BOD agreed that boats not registered for a current year should be removed after the July 4 weekend. This would be the responsibility of the Operations manager, based on availability of Will and Wes to do so.

o The Secretary will put this into a draft of a boat policy

□□Joe – will give his proxy for the special member meeting. Asked that Audrey send an e-mail blast reminding people that their presence is really needed –to get the quorum needed for a bylaw amendment. It was suggested that the district directors try to each drum up ten votes from their districts.

□□Bob U – appreciates the updated e-mail list. Gets positive feed-back from his e-mails to the district, and feels all directors should be doing this to get out the wildwood news.

10:35 – Meeting recessed for a short break.

10:45 – Meeting back in session.

11. Property Management Report

a. The Dump Truck

Property Management voted 5 to 2 this morning to sell two trucks and buy a dump truck. There was a great deal of discussion about costs, financing, and other options.

□□A motion was made to accept the recommendation of Property Management to sell two trucks and buy a new dump truck.

There was more discussion about feeling rushed to make the decision. The emergency nature of the request was discussed. Was there a back-up truck if the new one broke? There was a motion to amend the motion, to refer the issue back to the finance Committee for pricing and terms. The first motion was withdrawn.

□□A new motion was made to buy a new dump truck without selling any others, and to refer the issue to the finance Committee to figure out how to pay for it. The motion was seconded. The finance Committee will come back to the BOD with recommendations. The motion passed 8 to 2.

□□A motion was made to authorize Audrey to purchase a dump truck based on the recommendations of the finance Committee, and with terms of the sale equal to or better than those presented today. It was noted that increased taxes and insurance costs are not in the budget, so the finance committee must factor that in. Audrey, Will and Wes can also look at 2010 trucks for comparison pricing. The motion was seconded. Passed 8 to 2.

A question was asked about procedure. We usually require three bids. Sue Moore has the criteria for the new truck. Will and Wes really know what is needed. Audrey can sign contracts. If the finance Committee says this purchase cannot be made, it must all come back to the Board.

b. – The Back Hoe

It's being used with no problems. Property Management is looking into replacing it next year.

12. Lake Committee

Loren sees his appointment as an interim position and hopes someone else can be found. He does have the expertise needed for the job, however. Loren will work from the plan that Scott had made.

13. Documents Committee

The bylaws revisions, clearing up various errors and disagreeing statements, is done. Frank asked Bob M to e-mail the revisions to the entire BOD quickly. Stan asked that the e-mail show the original and the revision.

14. Dam Repair Committee

The lake is rising, not lowering, due to the rain and a crushed pipe. LB has a diesel pump they can rent. We pay the fuel - \$400 per day estimate – probably could take care of the problem in 4 days if run for 12 hours per day. LB suggests watching current outflow for a week. LB will work up a price.

The engineer working on the dam repair notified Bob U that the Office of Dam Safety wants us to do permits – could cost \$1,500. Then takes up to 60 days for them to make a decision. Engineer trying to get the state to change their mind, but it isn't a huge problem if they won't.

We have the contract specs from LB. Has a \$5,000 increase due to cost of iron and some redesigning – David Laks built that into our budget. Draft contract will be drawn up by our legal person. Guarantee is for 10 years, not 5. Taxes included. Due diligence regarding LB finances is complete.

We need to handle this issue now, and the issue of renting the pump. It was agreed that the BOD will meet at Noon on 10/9, just before the special membership meeting. Frank will have pizza for us!

-

14. Dry Hydrant

Frank will meet with the Tolland selectmen on October 3.

DEP gave additional information that back flushing the hydrant is not regulated, but it would be better that foreign water not be put into our ponds

The new fire house will have a well – perhaps that is the water that could be used in a non-emergency drill.

15. Common Property at Otter Pond

Residents are encroaching on the common property around Otter Pond. Bob M passed out a draft of a letter to do to those people. Frank advised that he has looked at the deeds. Some are clearly waterfront, others say that the property “borders the common property”, and still others say they “border the shoreline.” Frank will see if they are assessed as “waterfront. Some changes were made to the draft letter: “alter” or “store” rather than “use”; “clearing” rather than “cleaning.” Changes will be made and the letter will go to Frank for signature.

16. New business - none

17. Correspondence

An e-mail was received about an error in the published bylaw change regarding the Nominating Committee. IN discussion, it was found that the error is actually in the current bylaw, and will need to be corrected. IN the meantime, we can wait because we are not voting on this change at the special meeting on October 9.

18. Disposition of Open Forum Items

- Loren's concern about the quorum needed for a bylaw change. The Board agreed that a 2/3 majority may be needed for a change in the CC&R, but our bylaws are very specific about what is required to amend the bylaws.

- Steve Strinie's concerns about the truck have been dealt with. Frank and Audrey will look into the issue of the crowning of slope Road, and whether that will impede plowing.

19. Community Open Forum

Loren Clark suggested an alternative method of getting the water out of the pond – by drilling holes into the draw-down pipe, bypassing the trouble. He also stated that everyone who owns a wildwood deed is a member, so that there are no non-members.

A motion was made to adjourn. Seconded and passed. The meeting was adjourned at 12:45

At 12:50, after a brief recess, the Board went into Executive Session. The Board came out of Executive Session at 1:00.

Respectfully submitted,

Marcia C. Eveland, Secretary

Wildwood Property Owners Association Board Meeting

Special Meeting

October 9, 2011

Noon

-

While waiting for a quorum to be established, Board members lunched on pizza provided by Frank Fazi. Thank you, Frank

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1. Call to Order: Frank Fazi, President, called the meeting to order at 12:30. Other Board members present: Stan Rosen, Marcia Eveland, Bob Maselek, Rob Guyette, Guy Prairie and Bob Ueberbacher. Audrey Miller, Operations Manager, was also present. A quorum was established.

Frank reminded us that we were there strictly to handle a limited number of items prior to the Special meeting called for 1:00 p.m.

2. Dry Hydrant

Frank reported that he met with the Tolland Selectmen. They agreed with all of Frank's requests. For semi-annual training and maintenance, the fire department will use the small rescue truck only. Water to back flush will be drawn first from otter pond, to avoid contamination. In an emergency, they will do whatever they have to do to save lives and property.

They were concerned about our request to restore landscaping after construction, and hoped wildwood would do the construction. Wes's only concern about that was the need to get further out from shore. If the pond doesn't drop far enough, Wes would like the fire department to pump out additional water. Frank will ask the town about that request.

Frank feels that it is now OK to move ahead. By consensus, the Board agreed that Frank could enter into an agreement with the town.

3. License Agreement for a Monster Pump

The lake needs to be drawn down so dam repair can begin. Crushed drain pipes have slowed the process

LB sent a proposal for renting a "monster pump" to get rid of the excess water.

o Running the pump 12 hours lowers the lake by 12 inches.

o Rental does not include paying for diesel fuel, which would have an estimated cost of \$320-\$400/day.

Because the State requested more permits and needs to approve them, we have more time for the draw-down. The rental and the fuel are very expensive. Frank believes that passive siphons can do the job given the time frame.

Loren Clark's suggestion of putting holes into the dam's pipes will not work – Loren was working from an inaccurate schematic.

By consensus, the Board agreed that Audrey could work with Will and Wes to start the siphoning process. Wildwood has a small pump that can be used for priming, if necessary.

Renting the pump will be a last option, If we get high amounts of rain or an earlier deadline to start dam repairs.

4. LB Corporation

A. Certificate of Insurance

We have Certificates of Insurance for Foresight and LB. Foresight's is fine. LB needs language adding Wildwood as an additional insured.

B. Contract

LB did not give us a real contract, but rather 'an invoice disguised as a contract.' Kevin Sheehan will draw up a boiler-plate contract with additional language spelling everything out in detail, especially what needs to be done for each step before an invoice is sent to us. When Kevin is done, Audrey will send a copy to Frank so that he can write a cover letter, then it will go to LB.

The suggestion was made that Audrey call Dam Safety to see how long it will take for them to approve the additional permit.

The meeting was adjourned at 12:55.

Respectfully submitted,

Marcia C. Eveland, Secretary

Wildwood Property Owners Association Board Meeting

Nov. 5, 2011; 9:30 a.m.

1. Call to Order: Frank Fazi, president, called the meeting to order at 9:30 a.m. Other board members present were Stan Rosen, Rob Guyette, Teresa Urbinati, Joe Nunes, Bob Maselek, Bob Ueberbacher and Charlie Higham. A quorum was established. Operations manager Audrey Miller also was present.

Frank announced that secretary Marcia Eveland's mother had died Friday, hence her absence. After expressions of sympathy, Joe Nunes agreed to take minutes in Marcia's absence,

2.) Additions to Agenda: Audrey suggested moving up a correspondence item about an unbuildable lot because the owner was in attendance, and the board unanimously voted to do so.

3.) Community Open Forum: Ruth Buchanan said she had questions about the dry hydrant and common property infringement at Otter Pond, as well as the status of forest management and logging, but she noted that the issues were on the agenda and deferred further comment.

4.) Approval of Meeting Minutes from Aug. 20 special board meeting, Oct. 1 regular board meeting and Oct. 9 special board meeting prior to special membership meeting.

All minutes were approved as submitted, with the exception of the Oct. 1 minutes, which were approved contingent on correcting a couple of misspellings in the Open Forum section ("all Wildwood deeds" instead of "at Wildwood deeds," and Steve Strinie instead of "Strinney").

Teresa also wanted it on the record, in reference to a previously approved change in the Sept. 10 minutes, that she neither inventoried nor investigated instances of property encroachment at Otter Pond, which she believed those minutes implied she did. "I did nothing" on that, she clarified.

5.) Operation Manager's Report: Audrey reported that the discount incentive for early payment of 2012 dues and fees brought in more than \$150,000 in cash on hand, more than enough to cover any dam reconstruction invoices that need to be paid before the new year. She also noted that

-- The repair deadline for damage from Hurricane Irene was Oct. 27, and work not done by then requires going to the state for the necessary paperwork, which we have done where appropriate.

-- The \$9,000 balance for the new clubhouse roof has been paid, wrapping up that project.

-- Revisions that Wildwood requested to engineering plans for a storm-water-management project at Porcupine and Meadow Road (the "Larsen project") have been approved by the Conservation Commission, and bids have been solicited. But two of the bidders strongly recommend putting off the work until spring because of issues involving blacktop in cold weather. After much

discussion, the board unanimously agreed to move the already approved funds from the 2011 budget to a specific line item for 2012 for an amount to cover the cost estimate, which Audrey will procure as the bidding process is completed.

-- Wildwood's maintenance crew, Will and Wes Greene, believed the old dump truck would be unsafe to use during the storm that dumped 25 inches of snow last weekend, so they used Wildwood's two pickups instead, one outfitted with the sander, which was filled half-way each time. Audrey also said she accepted Wes' offer to use his personal truck for four hours to help plow Wildwood roads, and she also hired a part-timer so that we had three plows running at one point for four hours to make our roads passable and safe. "My point again," Audrey told the board, "is that I don't think we should get rid of the third truck," referring to a Finance Committee recommendation to trade in both our 2003 pickup truck and the dump truck for a new F350 truck with a dump body. She said having a third truck available can be critical and save us significant outside contracting costs in such dire weather situations as last week's (\$14 an hour for someone to drive our third plow, compared with up to \$85 an hour for a contracted private truck and driver, which could be hard to find in any event if a severe storm hits). Teresa pointed out that the board last month recommended Wildwood keep the third pickup, rather than trade it in for what seems a below-market price. But treasurer Charlie, a Finance Committee member, said the committee believed it better to trade in both vehicles because of fiscal challenges facing the association in the coming year. Charlie noted that the issue would come up later in the meeting, and further discussion was deferred until then

-- Audrey also reported that Will, Wes and Frank Fazi succeeded in installing a siphon system at the main dam using mostly PVC pipes, and it is significantly helping drain the lake so that we can meet the necessary levels for the upcoming dam repairs, despite the added precipitation from Hurricane Irene and Storm Albert. The materials cost Wildwood \$1,085, which is \$5,000 to \$7,000 less than what it would have cost us to hire out for a commercial siphon system (including fuel costs for a generator). This siphon system is self-starting, using gravity and suction, and because no pumps are involved, it needs no fuel. Frank came across the system on youtube.com. The pvc pipe will be re-used as our dry hydrant pipe at Otter Pond, helping fill another long-term need.

6.) Charles Kimmett Issue involving unbuildable lot (correspondence moved up from later in agenda): Mr. Kimmett made an emotional plea to the board asking that it provide guidance or any other assistance in an effort to resolve a Franz Kafka-like nightmare involving his purchase in June 2004 of Lot F5 on Strones Throw Drive from Verne and Beverly Usher. It turned out that because that lot in question (and two others owned by the Ushers) were adjoining lots to the Ushers' original lot containing a house, it could not be legally subdivided into a buildable lot, according to legal authorities. Mr. Kimmett said it was his understanding that the lot he purchased was legally buildable for a short period, during which he was getting plans ready for a septic system and house. But when it came time to built, the town had passed new lot regulations, and his lot was no longer legal, so he was denied a permit, then denied a variance, and subsequent legal actions upheld the town. Having endured much financial and emotional cost, Mr. Kimmett asked if the board might provide some show of support as he pursued his only remaining option, going before the town's Zoning Board of Appeals once again to request a variance. After much discussion, including questions about title insurance and Mr. Kimmett's approaching the sellers for remedy, as well as Mr. Kimmett's agreeing to work out a payment plan for unpaid dues, the board agreed, by a 6-2 vote, to have a representative accompany Mr. Kimmett to the ZBA to go on record that Wildwood supported his building plans and would have no objection. Frank, Stan and Joe each offered to accompany him, depending on when the matter came up before the ZBA.

6.) Other Reports:

President's Report: Frank said an agreement has been reached with the Tolland Fire Department on the longstanding issue of a dry hydrant at Otter Pond. As noted earlier, the siphon system being used to help draw down Cranberry Pond will be moved to Otter Pond to be reconfigured for use as a dry hydrant, with the help of firefighters. The work should be done later this fall.

Regarding the dam repairs, the contractors have reviewed the contract language changes sought by Wildwood's Dam Repair Subcommittee and have no problems with them. They will add that language to the scope of work section and also will come up with payment dates. The contractors believe the additional paperwork requested by the state as part of the permitting process will not pose any issues. The dam repairs should be ready to start by the end of November, when work should begin on the coffer dam breach.

Frank also reported on preliminary checks of property deeds regarding encroachment on common property at Otter Pond. His checks showed that deeds on Upper Otter have language that says the private property borders the pond, but East Otter deeds clearly say those properties do not border the shoreline. On Otter Pond Trail, three deeds says the properties border the shore, one deed says it borders common property, and one says nothing about that. Frank asked that we study the matter further.

Treasurer's Report: Recently elected treasurer Charlie Higham announced a disturbing finding in his review of the budget -- that the revenue forecast in the 2011 budget has a \$24,000 shortfall (down \$20,000 in dues collections and \$4,000 in expected interest income). Moreover, the expense side is \$11,000 in the red, for a total deficit of \$35,000. Audrey and the board began going over line items where savings might be realized, including \$4,000 left from the lifeguard budget. During discussion, Charlie agreed to set up a monthly budget worksheet with Audrey to avoid such surprises and provide a better way to ensure our estimates are on target. A consensus was reached to put off any expenses this year until the new year, where possible, such as tree removal, which could save more perhaps \$5,000, and perhaps road repairs. Charles emphasized that he needs an accurate assessment of the Larsen project's cost as soon as possible to move that 2011 expense into a specific 2012 line item, as discussed earlier. The board voted to authorize Charlie to work with Audrey to recommend specifically how to make up that \$35,000 shortfall, with a goal of trying to keep the contingency fund intact as much as possible. Teresa lauded Charlie for his proactive approach to improving the budgeting process and, as a notable aside, for his instructions to log the time spent on each issue during minutes of the Finance Committee meeting, something the Board of Directors might benefit from. Charlie noted that there are no major capital expenditure projects in 2012, which he described primarily as "a reserve-building year."

Property Management: The issue of what to do about the failing dump truck began with a move to accept the Finance Committee recommendation to trade in both the 2003 pickup and the old dump truck to purchase a new 2011 F350 dump truck. But after discussion, that board by a 5-3 vote approved a revised amendment to recommend to membership that Wildwood buy a new dump truck, but NOT trade in the 2003 pickup and instead keep that as a backup third vehicle and safety net. as Audrey had recommended earlier. Part of the \$6,000 difference in cost could be made up by buying a gasoline-powered F350 for \$5,000 less than a diesel engine, board members were told. (Rob, Bob and Charlie voted against.)

The action will require a special membership meeting, tentatively set for Dec. 10 at 10 a.m., to authorize using money in reserve as a down payment to purchase the new dump truck. In discussion, most board members agreed the issue of the dump truck's condition warranted moving sooner rather than later. Rob, in advocating we hold off for perhaps a better vehicle next year at this

time, argued that by the time the truck dump body was available, most of the winter would have passed anyway. In light of the vote, Charlie and other board members encouraged Audrey to use whatever outside help she deemed fit in emergency situations, but to do our best with what we have until we get the new truck and dump body later in the winter, contingent on membership approval and the process involved.

Frank suggested that in advance of that special membership meeting, the board put together a better sense of the budget situation to present to members as well as the specifics on the truck purchase, financing, etc. (Frank noted he will be in Florida at the time of the special meeting.) He noted that, for a quorum, we will need 50 people, including proxy votes. A notice needs to be mailed out to members by Nov. 18, including the proxy sheet.

Joe recommended district representatives notify their constituents as soon as possible of the board's actions and the upcoming special membership meeting so that we get the necessary quorum.

7.) Other actions: A report about the Community Relations Field Day was referred to the Community Relations Committee, citing protocol issues. (The report came directly to the board instead of coming through the committee, as should be the procedure).

The rest of the agenda was tabled because of the late hour.

8.) Executive Session: The board entered into executive session at 12:35 to discuss legal issues. The board came out of executive session at 1:32, after which it voted unanimously to authorize spending no more than \$1,500 (money remaining in the legal expenses budget) to have legal counsel work to remedy deed restriction issues.

Submitted by: Joe Nunes, District 5 Director

Wildwood Property Owners Association Board Meeting
December 3, 2011
9:30 a.m.

1. Call to Order: Vice President Stan Rosen called the meeting to order at 9:40. Other Board members present: Marcia Eveland, Charlie Higham, Rob Guyette, Guy Prairie, Joe Nunes and Bob Ueberbacher. Frank Fazi was present by teleconference. Audrey Miller, Operations Manager, was also present. A quorum was established. Frank let us know that he had signed and sent the LB contract.
2. Additions to the Agenda - None
3. Community Open Forum
 - a) Marcia Eveland thanked Wildwood for it's sympathetic response to the death of her mother, Charlotte Chapman.
 - b) Susan Moore referred to the Minutes of the November BOD meeting, item #6, the Kimmet issue. She feels that, since 2 court cases were lost, Wildwood should not question the outcome. The law says the land cannot be built on, so we should drop it.
4. Approval of Meeting Minutes – MSP to approve the November Minutes as distributed.
5. Operation Manager's Report
 - a) All ROW docks washed away in Hurricane Irene are back in place except meadow, which needs frozen ground.
 - b) The siphon system worked and dam repair begins on Monday. Audrey will meet with Steve Gerrity and Steve Mack about signage around the site.
 - c) Audrey asked for guidance about how much "work" will and Wes should do for LB. LB has its own employees. MSP to let Kevin Sheehan speak to this. Kevin pointed out that if something that our men helped with goes wrong, we could get the blame and lose the warranty. If LB needs more laborers, they should hire them.
 - d) Kevin asked about retainage – holding some of the payment until we know the dam works. Payment is "on completion" but we can say that "completion" means seeing that the repairs work.
 - e) Who is the point person if LB needs answers? By consensus, Audrey is the point person, but it was agreed that Bob U and Loren should go past periodically to be sure everything looks correct.
 - f) Audrey requested an Executive Session. MSP to add that to the Agenda.
 - g) Charlie asked about "snow removal procedure." Audrey explained that when snow is expected, will and Wes take nightly turns getting up and looking to see if they need to go out and plow. They receive ½ hour of time for that, and are allowed two look-sees each night. Charlie asked about "exposed septic tanks" and Audrey explained that they need to be dug up so they can be pumped. Charlie asked if such a long report was necessary. The rest of the BOD feels that sometimes members want extra details, and this provides them.
6. Reports of the President, vice President and Secretary - None
7. Treasurer's Report
 - a) In November it looked like there was a \$35,000 deficit. Figures have now been corrected and revised, so that we are in the black. Adding a reserve to Road Repair.
 - b) Charlie is going to move some items in the report to other categories to make the report easier to understand.
8. District Representative Reports – the Representatives had nothing to report.

9. Dam Repair Committee

- a) Bob U reported that the committee has done its work and so no longer exists. It's all in the hands of the BOD. Committee members will give in-put as asked, however.
- b) The coffer dam will be fixed first, with valve, so the lake can refill.
- c) Stan hopes we've learned something regarding contracts. We need a policy for contracts because the BOD didn't seem to have enough time to review it, make changes, and negotiate.

10. Documents Committee

- a) Deed Restrictions: Attorney Riley wants to be in Boston with the specialist, so wants an additional \$1,700 for his time. We have NOT paid the first \$1,500 yet. Lots of discussion around this whole process. We do have \$2,900 in the budget left for this year. The topic was put on "hold" until after the Executive session, as Stan has other information that may pertain, that he will give then.
- b) Bylaw Revisions: Bob M sent the revisions to Frank only. There is no way to discuss them. Frank will get them out to everyone.

11. Community Relations

Diane Massey submitted a written report. Frank advised that Ruth gave a full field Day report in October, but it was sent to Community Relations for review. Diane's report mentions Field Day, but not Ruth's report. MSP to accept Diane's report.

At this point, the Board took a quick break, and then returned to the meeting.

12. Unfinished Business

- a) 61B Land Usage – There was discussion about the need to have a forest plan in place before applying, and about the difference between 61B and 61C regarding logging. Frank asked for a sub-committee to investigate the whole issue and come back to the Board by the February meeting. Bob U agreed to set that up.
- b) Letter regarding roads and poison ivy – some members are unhappy about the spraying that was done. It was MSP that Marcia write a response to the most recent letter that Audrey received, saying that while we sprayed according to DEP guidelines, the result was not satisfactory, and that the Board has no plans to use commercial sprays at wildwood.
- c) Floating islands – There were two letters about this, but the members were more concerned about whether they would be allowed to remove them on their own. Frank talked to them, and they did the work themselves, with no machines, pulling them out and putting the stuff in their garden.
- d) 2 letters from the Board of Health regarding failed septic systems. Sent to us as a courtesy. Need to be fixed or condemned. Audrey will call to find out the results of the hearings. If the properties are condemned, then we have a responsibility to notify the Board of Health if we see people using the property.
- e) Calendar – Audrey gave us the wildwood calendar for 2012. There were some typos regarding meeting times. Audrey asked us to check dates and times and get back to her with corrections.

13. New Business - None

14. Correspondence - none

15. Disposition of Open Forum Items

Regarding Susan's concerns about the Kimmet property, the BOD is on record as saying we are not opposed to him building if his appeal is successful. Frank offered on his own to go to the hearing.

16. Community Open Forum

Susan Moore had three items:

- a) She has a concern about how long it takes to make decisions. The LB contract took 172 days. Believes we need sub-committees to do research and make a proposal to the Board. 61B has a brochure that explains it, that can expedite that process.
- b) Regarding the letter about poison ivy, be careful about wording that says "never."
- c) Regarding the bylaw changes, the Documents Committee never had open meetings. There should be posted, open meetings about these changes.

Frank requested an addition to the Agenda. Msp to allow the addition. It regards the Cotting dock, which blew down to the Yosha property. Mr. Cotting tried twice to get a crew of friends to help him move the dock, but the Fox Den dock was in his way, on his property. Mr. Cotting is requesting that Wildwood now move his dock. In the same time frame, Frank received a letter from the Yoshas asking that the strange dock be removed from their property. Audrey had Wes look at the Cotting dock. It would take ½ hour with the tractor, once the ground is frozen. It was msp to have Wes do the work. Audrey will have Mr. Cotting agree that wildwood is not responsible if the dock falls apart.

Stan asked if there was someone else who could chair the Special Meeting next week. Marcia will not be present. Neither will Joe. Stan agreed to be present.

At this point, the Board moved to go into Executive Session. Frank came off the conference call, and called again on a regular line. The Board came out of Executive Session 30 minutes later.

17. Continuing discussion of the Deed Restrictions Legislative Option

By consensus, the Board requested that we obtain a copy of the ruling for Beaver Lake that would be precedent for this option. We can get it under FOI. It was msp to let Susan Moore spoke. She stated that we can get this through the town of Ware, which is where Beaver Lake is located. Audrey will call Ware, and also their legislator's office. Meanwhile, no fees of any kind will be paid to the attorney.

The meeting was adjourned at 12:55.

Respectfully submitted,

Marcia C. Eveland, Secretary