



WILDWOOD
PROPERTY OWNERS ASSOCIATION, Inc.

2021 BOD MEETING MINUTES

WPOA Board of Directors Meeting
January 9, 2021
9:30 a.m.

Present: Board Members Present - Ginny Austin(GA), Susan Cutillo(SC), Frank Fazi(FF), Ora Gladstone(OG), Lise LeTellier(LL), Doreen Oshinskie(DO), Stan Rosen(SR), Terry Seltzer(TS), Jim Shea(JS), Deborah Wagner(DW)

Community Members: Jean Armitage, Ruth Buchanan, Denis DiLallo, Carol Hawthorne, Albert Lenge, Matthew Lenge, Alan Liberman, David Mernoff, Rex Myers, Teddy Schaffer, Anne Stone, David Stone, Rick Stone, Steve and Elaine Strinie, Robert Sullivan, Stephen Szymanski. Teresa Urbinati

Call to Order 9:40am

Quorum - established

Opening Comments - None

Additions to the Agenda

Open Forum

Teresa Urbinati – 1) Explain Executive Committee and Property Committee Roles and what the charge is for both. 2) When was Culvert Blower approved?

Anne Stone – Who can appoint to committees.

Denis DiLallo – Are hay bales the best way to stem beach erosion.

Approval of Minutes

Sept. 7

Sept. 12

Nov. 14 – LL – Trail committee presentation on web

Nov. 22

Nov. 29

Dec. 6

Dec. 13

Dec. 20

LL – Motion to approve all listed minutes. All approved.

Reports

President –SR No current report.

Treasurer – GA P&L sent to BOD and Finance Committee generated by the office.

Will start aligning budget with QuickBooks. Completion of Club House Floor is in the 2021 budget. There will be a January 23 Budget Committee meeting.

TS – Why are 2020 dues income being listed in 2021? **GA** – That is being worked out.

TS - Large amount in Miscellaneous should be broken down.

GA – Terminology is being worked on.

LL – Printing costs are over budget. **GA** – Due to proxy votes and stickers.

TS - Nov. – January has large increase in legal. **GA** – Large attorney bill came in at end of year.

TS - Road and Equipment – Snow Removal Sand/Salt up by \$5000. **GA** – It is purchased at one time.

LL - The \$5752 in Unscheduled Contingencies is the reimbursement from the Massachusetts DCR Forest Stewardship Program grant money for the completion of the Wildwood Forest Management Plan.

LL - The amount of \$6,646.35 (as listed in 11/14 minutes) is being held in a reserve budget. The Reserve Budget with approved adjustments will be reconciled in year-end accounting reports.

LL – Motion to accept Treasurers Report – All approved.

District Representatives

Dist. 1 – **LL** - Proxy/FSR related questions. Otter Pond trail runoff and icing.

Dist. 2 – **SC** - Reports of people walking on Otter Pond. Proxy related question.

Dist. 3 – **JS** - Question re FSR, sent on to **SR**

Dist. 4 – **DO** - Proxy/FSR related questions.

Dist. 5 – **TS** - Nothing

Dist. 6 – **DW** – FSR staff benefits question and FSR related.

Committees

Forest Management Committee (FMC) – contract

LL – Has shared a finalized version of the logging contract for stand #1, as presented previously, to

Stan. Contract, with Conkey and Sons Logging, has been approved by FMC. A reminder that over

\$25,000 in NRCS grants have been secured for this project. Logger has been contracted to work with our forester to implement. Happy to set up another zoom meeting for the community to explain the WPOA Forest Management Plan and FMC goals as was presented twice during the summer.

OG – Motion to allow forest logging contract to move forward. All approved.

[SR and OG need to sign-off on the contract. Lise will forward]

Old Business - None

New Business

1) Approval of Susan Moore to Chair Property Maintenance Review Committee and Jim Shea as liaison. Charged with reviewing condition of the property assets for the association and report to board on a minimal annual basis. Discussion - Not to be confused with the Executive Property Management Committee which is listed as an Executive Operations Committee. ***Bylaws need to be reviewed in regard to the Property Management Committee.***

Motion to approve creation of Property Maintenance Review Committee with Susan Moore as Chair and Jim Shea as liaison. 9 – Yes 1- Abstain **2) Number of car stickers allowed per household.**

For 2021, approval will be given to requests.

Motion to develop a Car Sticker Policy. All approved (DO and SR volunteering.)

3) Status of Brook Lane & Lakeside Drive Connection – Email Correspondence, Letter from Fire Chief and Review of Road Discussion so far.

Discussion – **LL** – Originally raised by security committee. The deliberations should continue there.

JS – (Liaison to security committee). Committee consists of 3 fire officials. Recommendations developed in consultation with Tolland Fire Dept. Gravel driveway. Will be closed-off with chain . Not a road – only for emergency vehicles. The emergency purpose of the road needs to be communicated to those members who are concerned that this would be a continuous road. **FF** – Need to insure we are not impinging on property of owners land. **GA** – financial needs must be considered, e.g. surveyors.

LL – Motion to have Security Committee investigate Brook Lane and all other roads that have oneway fire restrictions in order to bring detailed report, including cost evaluation, to a community meeting. All Approved

4) Beach Erosion – Straw Bale Addition?

Discussion – **JS** – Straw bales can contain invasive species. **OG** – Sand erosion into pond is very bad environmentally. **LL** – Pond Committee is researching. Wondered if a short quick-fix could be put in place. **DW** – If possible, something should be put in place permanently. **LL** – Because we have Forest Management Plan in place other grants can be applied to for other environmental issues like this.

OG – Motion to refer the issue of beach erosion to the Pond Committee for shorter and longer term fixes. All approved.

5) Transition Team Discussion, if the proxy vote is positive.

Discussion

LL – A tremendous amount of work will be needed. Need a team in place. **GA** – Next Sat. is Proxy Meeting Vote. Financial issues exist around year-end taxes, etc.

Following Proxy Vote at 11:00 BOD will meet to determine next steps.

Correspondence

Millicent Schacher – Acknowledged receipt of Proxy correspondence. Voting for FSR because disappointed in inadequate investigation of hybrid model.

Disposition of Open Forum Items

GA – Purchased Culvert Blower – was approved as an attachment to small tractor purchase. Tractor has not yet been purchased.

Open Forum

David Stone – Property owner Fox Den and Lakeside. Transparency issues: – board needs to be careful and thorough in what it communicates.

Brook Lane has been handled very poorly up until today. Going forward and building on today's discussion members need to be informed. Security committee discussion and other deliberations have not been communicated. Details given today are helpful but must be followed through with in a transparent way and communicated to the membership.

Teresa Urbinati – Agrees with David Stone about transparency.

Would like date of board meeting when Culvert Blower was approved. **GA** – The item was discussed as being rolled-in with tractor purchase so was not reflected separately. **Husband Nick wants to be included on Property Maintenance Review Board.**

Anne Stone - Have other's been considered as chair of Property Maintenance Review Committee. **DW** – Bylaws indicate that BOD Chair is empowered to appoint committee chairs.

Rick Stone – We have only heard about year 1 finances if FSR is employed. **GA** – Charlie Higham worked on budget during FSR investigation. There is no projection beyond the first year. Regardless of FSR or not there will be increases to member dues because of other factors.

Teresa Urbinati – member of FC. Any savings experienced from staff leaving will be added to 2022 budget. 2022 dues will positively increase. She fought for other budget cuts. Some indications of increases could be given in FSR sessions. **LL** – The board already voted on the same budget the FC voted on.

GA - Motion to enter Executive Session. All approved

Motion to exit Executive Session. All approved

SR – Motion to adjourn meeting. All approved.

Meeting adjourned 1:10

WPOA BOARD OF DIRECTORS
Minutes
March 13, 2021 - 9:30am

Present: Board Members Present - Ginny Austin(GA), Susan Cutillo(SC), Frank Fazi(FF), Ora Gladstone(OG), Lise LeTellier(LL), Doreen Oshinskie(DO), Stan Rosen(SR), Terry Seltzer(TS), Jim Shea(JS), Deborah Wagner(DW)

Present: Jean Armitage, Charity Barger, Ruth Buchanan, Christine Curtin, ? Eley, Mark Harutunian, Walter Stich, Teresa Urbinati

Call to Order – 9:40

Established Quorum

Additions to the Agenda - None

Open Forum – No items

Approval of Minutes – 1/9/21 – Changes that were submitted via email prior to the meeting, and discussed during the meeting, will be incorporated. Motion to approve minutes as amended*. All approved.

[* The amount of \$6,645.35 – was moved from General Contingency to Land Acquisition as approved by the Board.]

Reports

Treasurer – GA : P&L shows no unexpected expenses. 13 members have not paid 2021 dues. Taxes have

been mailed. Charity inserted 2021 figures for P&L versus actual. (See attached reports.)

With the start of FSR (4/1/21) we will transition to a new platform.

We have terminated our account with BizCloud as of 3/31/21.

Brent of FSR will be our financial contact.

LL – P&L for 1-3-21 is not clear as to whether Clubhouse floor renovation came out of the 2021 budget and not the 2020 budget **GA –** will get back on where that cost is reflected.

FF – The board is limited in how much it can spend beyond what has been budgeted. FSR will need to be able to provide reports on expenses outside of the budget.

GA – To date no funds have been taken from general contingency (in 2021).

GA – Will discuss with Finance Committee what reports we would like FSR to provide on a regular basis. **Treasurer's Report was accepted.**

District Representatives

LL – Dist. 1 - Questions regarding ice on roads and logging.

SC – Dist. 2 - Questions about where NY residents should put parking stickers. People are walking on Otter Pond.

DO – Dist. 4 - Snow drifting question.

DW – Dist. 6 – Funding requested for flower-bed.

FSR Update – Discussion about who was and was not thanked for helping with the FSR contract, etc.

LL, DW, GA and SR – Discussed changes made to the letter to the community (written by the board's FSR transition communication team) announcing approval of FSR. It was requested that if a letter is changed/edited it should be sent back to the author(s) before being sent to the community. Request was accepted.

Christine (CC) – Thanked Charity and Sue Moore for all their help, **SR** for reducing/eliminating many FSR fees and changes prior to final contract agreement and **DW, DO and LL** for documenting board edits and comments to the contract so they could be brought to the discussion and negotiation table. All requested changes were addressed and agreed to by FSR. Stan sent the board a copy of the final contract and the detailed document used in the negotiation.

Many WW committees and staff will be contacted by FSR prior to (or soon after) their contract begins (4/1/21) to help orient them and ease the transition.

CC – facilitated a meeting with Dan Leblanc [FSR/Wildwood lead partner], Jan T'Kacz, Kolloi Pal, Charity, and Jay to review and discuss the Pond Preservation Committee Action Plan to ensure there are NO missteps with the ponds. Everyone felt good about the meeting and left with a clear understanding of roles and responsibilities. Kolloi scheduled a follow up meeting with Dan, Charity, and Jay for 4/3/21.

CC – facilitated a meet and greet at the WW clubhouse between Charity, Christine, Ginny and Sue Moore, and Bryan [FSR New England president] Dan Leblanc [FSR/Wildwood lead partner], Jennifer Moriarty [FSR Transition Lead], Ken [FSR Business Development Director] to formalize introductions, allow the staff to ask questions about their benefits [vacation/sick time, accrual of time, benefits], and the upcoming orientation with FSRs HR Lead. A high-level overview of how things will work re: the new reporting relationship was discussed along with the Care Center and web-portal.

Charlie Higham agreed to be point person on finances. The transfer of documents and material is moving forward.

CC - Changes in management of this kind should be overseen by a board member. A Vendor Manager from the board should be appointed.

CC – FSR will lead a demo of the portal for the membership during the first full week in May
The variety of assistance mechanisms FSR provides was reviewed.

SR - Employment of our current staff by FSR was put in place without the board being informed before it was shared with the community. **LL, SC, OG, TS, GA** – requested better communication.
SR – Will be in more communication with the Board.

(FF – needed to leave meeting)

GA – Within the past 72 hours, finance coordination has moved ahead very quickly.

LL – Motion to assign the WPOA Vice President as Vendor Manager to FSR. All approved. Vendor Manager report should be included at every board meeting. SR – Will follow up with FF.

SR – Board March meeting with FSR will be added to the calendar

April Community (Informational) Meeting. SR, DO, DW will work together on the agenda

Committees

Forest Management:

The contract with Baystate Forestry Inc. has been signed to complete the Invasive Species treatment to stand Number #. 1 They will begin within the week.

Stand # 1 has been selected to be used as part of the NRSC Conservation Effects Assessment Project and the scientific team will be taking recordings of Whip-poor-will and other avian species.

Emerald Ash Tree Borer has made a significant impact on the Ash tree population in Wildwood. A survey of 194 trees, all within 20 ft. from the roadside, was done by a FMC member. 13 ash trees are recommended for removal. The price of each will be variable. A staff review and subsequent bid process must be done. (This was not evident during the 2021 budget planning process.) Of the 13, Jay is able to deal with 8. The remaining need to go out to bid. This cost needs to be put into the operational budget (and not to the Forest Management Committee). Estimated cost for tree removal \$4,000-\$15,000 **GA** – will speak with Jay to determine costs to be included in the budget for current needs.

New Business

Member requested \$250 to assist with planting and maintaining garden beds. – **Tabled until Board meets with FSR** to discuss where funds will come from.

The Pond committee recommended the use of silt socks for erosion control and member's electrical use for nanobubbles at Otter Pond. **LL - Motion that pond committee install Silt Socks to prevent erosion. All approved.**

Ice Fishing regulations/procedures. **LL** – community members are not following posted signs. **DW** - should be added to Rules and Regulations. **SR – to be explored with FSR at upcoming meeting.**

LL – include regulations as an informational item at the April Member Meeting and specify that it will be voted on in the Fall. Charity will review past minutes to find previous decisions about rules and regulations votes. **JS** will check with Tolland Fire Dept. on their ability to conduct pond/ice rescues.

Solitude glyphosate treatment proposal for 2021 – Charity will ask Kolol for more information. 2021 is the third year of the Solitude contract for removal of invasives. **Teresa Urbinati** reminded the board that the areas treated will be reviewed to determine the need for further treatment in 2021.

LL – Tolland Ice Rink will be moved back closer to WW property which will result an opportunity to work with Town of Tolland on Birding Trail (in swamp area). Funding may be available. Lise to follow up.

Water Accessibility Ramp Addition – (cost estimate around \$800). The board agrees that the idea is a good one. **Item will be brought to FSR** to discuss how/where to budget.

Laundry Room Status – **Charity** – New camera is scheduled to be installed Friday. She will send an email reminding the community to clean out machines after use.

Vandalism – Case against the person responsible is still in process.

Correspondence

Cut-through from The Brook to Lakeside Email – Charity will include in Washer email that only Parking Lots and Roadways are maintained in the winter.

LL – Safety/Security Committee’s cost related information (discussed in the past) related to creating the Fire Lane, must be communicated to the Board. Same is true for the security gate cost research.

TS – Move to enter executive session. All approved. Conversation about salaries.

OG – Move to exit executive session. All approved.

LL – (Pointed out that Otter Pond management request for nanobubbles had been left off the agenda.)

Nanobubbles cost for Otter Pond will be assigned to the Preservation Committee line item. Before Board approval a request will be made of the Pond Committee to provide cost of nanobubbles based on Kilo-watt/hour usage.

GA – Motion to approve nanobubbles cost up to \$50. (If there is a problem the committee will get back to us.) All Approved.

OG – Move to adjourn. All approved.

Adjourned – 12:58.

WPOA BOARD OF DIRECTORS Minutes

April 17, 2021 - 9:30am

Present BOD: Ginny Austin(GA), Susan Cutillo(SC), Frank Fazi(FF), Ora Gladstone(OG), Lise LeTellier(LL), Doreen Oshinskie(DO), Stan Rosen(SR), Terry Seltzer(TS), Jim Shea(JS), Deborah Wagner(DW), Charity Barger (CB)

Members: Jean Armitage, Matthew & Patricia Berky, Mark Harutunian, William Keeley, Albert Lenge, Patricia Miranda, Rex Myers, Sandra Pancrazi, Teddy Schaffer, Anne Stone, Teresa Urbinati

Call to Order – 9:35

<u>Agenda Item and Discussion</u>	<u>Action</u>	<u>Dates for completion/ follow up</u>
Opening comments: none		
Open Forum: nothing		

<p><u>Additions to the Agenda</u> LL – Concern about Minutes (below). (Also, the board did not receive information in preparation for this meeting. Lack of communication continues to be a concern.) CB – There was only one issue for which this meeting was called. She intends to send out minutes requiring approval and additional documents general included for the next scheduled board meeting in May. Mark Harutunian – Suggests that board discussion such as these be done in executive session. GA – Motion to table approval of minute to next meeting. 9 approved, 1 abstention OG – Request to keep meetings at 9:30. TS – When there is a long agenda we should start at 9:00. Unanimous agreement. LL – Requesting that minutes be presented in “action plan” format: 1) Agenda item 2) Action needed 3) Timeline for completion/follow-up</p>	<p>Table approval of minute to next meeting.</p> <p>DO will work with OG to implement</p>	<p>ASAP: new format to be used.</p>
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<p>Wildwood Website FF –Question regarding continued use of wwpropertyowners.com website.</p> <p>Points regarding website conversation: FF is resigning as overseer of wwpropertyowners.com. All information for website will go to and be overseen by CB. FF the designated board liaison to FSR. Concerns with FSR should be sent to FF. LL – Motion that FSR review current WW landing page and make necessary adjustments to coincide with FSR. All approved.</p>	<p>FF and CB (for FSR) will review and make decisions about whether and how to integrate the old Wildwood and new FSR websites.</p> <p>Charity to check on DW question: Is there a way to direct realtors to the information they need? Connect.</p>	<p>FF and CB will send results for us to view prior to the May board meeting so that the board can look at and discuss at that meeting.</p> <p>Get back to the Board as soon as is feasible.</p>
<p><u>New Business</u> Appoint Board Liaison to serve on the Nominating Committee</p>	<p>Susan Cutillo has volunteered. Board unanimously in favor. Appreciation expressed.</p>	

<p>Open Forum</p> <ul style="list-style-type: none"> • Matthew and Patricia Berky – New owners saying hello. • Mark Harutunian – Suggests two buttons on website – History and New. • Teresa Urbinati – Suggesting we take advantage of what FSR can offer in terms of trainings. • LL – Wants a better understanding of tomorrows meeting. How it was determined that it will be done in two parts? FF – The agenda for this meeting was only to nominate board liaison to nominating committee. Information regarding tomorrow’s meeting was not included on the agenda. • FF – Motion to enter Executive Session. 9 approved, 1 abstention 		
<p>FF - Motion to leave executive session. All approved</p> <p>Motion to end meeting. All approved. 11:52</p>		

WPOA Board of Directors Meeting
May 8, 2021
9:00 a.m.

Present: Board Members Present: Ginny Austin(GA), Susan Cutillo(SC), Frank Fazi(FF), Ora Gladstone(OG), Lise LeTellier(LL), Doreen Oshinskie(DO), Stan Rosen(SR), Terry Seltzer(TS), Jim Shea(JS), Deborah Wagner(DW)

FSR Personnel: Charity Barger(CB), Dan LeBlanc(DL)

Community Members: Jean Armitage, Matt Berky, Patty Berky, Byrna Bornstein, David Bornstein, Ruth

Buchanan, Ken Carr, Susan Chan, Chris Chase, Andrew Corn, April del Campo, Denis DiLallo, Christopher

Eley, Carolyn Florek, David Laks, Albert Lenge, Allen Liberman, Sheila Liberman, Maria McAndrew, Rex

Myers, Sandra Pancrazi, Tom Post, Greg Rota, Wilbert Sanchez, Matthew Scharff, Teresa Stalker, Walter Stitch, David Stone, Anne Stone, Steve Strinie, Jan Tkacz, Teresa Urbinati, James Warren, Stephanie Weintraub

Meeting Called to Order: 9:03

Additions to the Agenda

GA: Discussion on Accessibility Ramps

Open Forum :

Stephanie Weintraub – As co-chair of Pickle Ball Committee requesting that the item, which was on the agenda, be removed until the committee meets.

Chris Chase: We should not require proof of vaccinations for participation in WW.

LL: Need to make clear **guidelines for all our courts** unlike last year. CB – Could set up a sign up. Greg Rota – guidelines were followed last year. All who have issues are welcome to speak to Greg.

Tom Post: Road signage was supposed to be brought to the board and does not see it on the agenda.

Allen Liberman – How are decisions made about which roads get paved.

Approval of Minutes

March 13, 2021 – TS - Move to accept. All approved.

April 17, 2021 – GA - Move to accept. 8 in favor, 1 abstention

Reports

Treasurer's Report - May 8, 2021

1. Currently the financial transfer to FSR is still in process.

2. Four reserve accounts, totally \$222,390.92 have been deposited into a Money Market at South Shore Bank in Boston, MA earning 0.05%. In Berkshire Bank there are 2 CD's totally \$114,086.34 that mature in May and July 2021.

\$450,000 has been transferred from the Berkshire Checking (leaving \$18,000) to the Capital One Checking account.

3. The 2020 Actual expenses compared to the 2020 Operating Budget figures were calculated by Charity Barger and me. The year end 2020 Reserve Budget was completed by the accountant from BizCloud.

A final review and transfer of all the financials by FSR and Charlie Higham is pending.

4. Following is the amendment to the 2020/2021 Budget per the membership vote on 1/16/21:

"Carryover savings from Operating Funds line item salaries in the 2020 budget, salary adjustments in the 2021 budget, and the remaining amount, from the General Contingency line item of the reserves budget to cover remaining difference, are all to be reallocated to the new 2021 Management Fee Line item."

*A line item was added to the Operating Budget for Management Fee, \$35,000, 7% of full-time salaries, \$10,271, Transition fee \$2500 = \$47,771.

*Surplus from the 2020 Salary account was put in that line, \$16,803.

*Difference in Operations Manager 2021, \$14,260

*Elimination of Admin Assistant 2021, \$14,851

* Total = \$45,914

* \$1,857 needs to be transferred from the General Contingency.

5. Ten delinquent accounts were sent to FSR (\$150/account) collections to be sent to WW attorney.

6. An email was sent to Charity Barger and Dan LeBlanc on WW previous budgeting process, and the need for assistance to move forward in a timely manner with the development of the 2022 budget on FSR's platform/framework.

7. Currently there have been no unexpected expenditures in OB or RB.

Community Manager's Report - May 8, 2021

Administration

- Installment invoices for the 2021 membership dues were mailed out on schedule.
- 30 Day Notices were sent out to property owners on April 1st who were delinquent for 2021. Most payments have been received in full or worked out payment plans.
- Property Owners who have are in arrears have been sent to our collection's attorney.
- Almost all 3rd installment payments have been received (were due May 1st). Car & boat stickers are being sent out upon receipt of 3rd payment or payment in full.
- The Spring Newsletter was prepared and mailed out on schedule.
- Seasonal employees have been hired including 3 greeters, a compliance officer and a property maintenance person.

Ponds

- All beach erosion has been fixed.
- Installed goose deterrents (swans and coyotes) at beaches on Cranberry Pond.

Roads

- Removed several trees and limbs from roads on many occasions due to high winds.
- Routine pot hole repairs done on many roads.
- Cleared culverts on many roads as needed.
- Roads have been swept.
- Ditches were blown out on most roads. ☐ Trash was picked up from road sides.

Grounds

- Picnic table repair has been started, so they can be set up for use following COVID guidelines.
- Spring clean-up of all beaches, recreation, and common areas is in progress.

Buildings

- Annual fire extinguisher inspection was done by Fire Technologies Company. One extinguisher was replaced.
- Electricity & water has been turned back on at all bathhouses. Wells have also been bleached.
- Heating oil levels are monitored and recorded weekly.
- Public Water samples were taken in the Clubhouse by Housatonic Basin Sampling Company and all results are within normal range.

Equipment

- Installed flashing light on tractor.
- Welded the drive shaft and put rubber guards on the Sweepster.
- Took plows and sanders out of truck.
- New commercial dehumidifier installed in the Clubhouse basement.
- Normal routine maintenance was performed on equipment as needed.
- Fuel (gasoline, diesel) levels are monitored and recorded weekly.

- Our Konica Minolta printer/copier that was purchased in 2019 for \$2,400 from McNair Business Machines broke down on April 30th, 2021. The estimate to fix the transport motor is \$1,000. The repair tech stated that a lot of times after being fixed, this can break again within 3 months and unfortunately there is no warranty. McNair offered an upgraded printer with a power surge for a discount of around \$900. The new upgraded printer would cost \$1,450 and could be in as soon as next week. Purchasing an upgraded one with a power surge protector would be a good investment, and would also come with a warranty.

Road Work

- Roads are continuously being reviewed and prioritized for in-house repairs and drainage issues, the weather, safety concerns and conditions dictate these priorities.

District Representatives

District 1 – LL: Member concern around many portable garages/storage and no trespassing signs. If the property is covered by a CC&R joinder that makes a difference.

District 2 - SC: Member concern related to non-WW boardwalk connecting to WW property. LL: There are no specific plans at this time and LL will ensure there will be no direct connection to our trails, if and when the town creates a trail on town land, and she will keep the board informed of further conversation/plans.

District 3 – JS: Correspondence from member (will be discussed in that part of meeting).

District 4 – DO: Can main beach picnic area be expanded onto additional land purchased by WW? LL and SR reiterated that per the discussion when the vote to purchase the land was taken, there is no plan to develop the land.

District 5 - TS: member concern over immediate fishing after stocking of pond.

District 6 - DW: Correspondence from member (will be discussed in that part of meeting)

Committees

Forest Management – LL: See attachment.

Rex Myers –Myers, a member of the FMC, explained the FMC concern regarding WPOA Ash trees and how they relate to neighboring properties, i.e. Ash Trees like wet spots, due to the Emerald Ash Borer there are many that are on WW property that will die. These may endanger personal property.

Old Business

<u>Issue and Action</u>	<u>Who is Responsible</u>	<u>By When</u>
Question of scheduling of road maintenance	CB will research and get back to Allen Liberman	ASAP
Broken printer OG: Motion to authorize purchase or a lease of new printer up to \$1,450 + tax. All approved.	GA - \$4,500 available for general office supplies. CB will investigate and purchase (including extended warranty).	ASAP
LL: concern around many portable garages/storage and no trespassing signs. If the property is covered by a CE&R (being joinder makes a difference.) OG: Requested that SR inform board member if they do not have CE&R	SR and CB to investigate	ASAP
OG: Motion to allow Forest Management Committee <u>under Lise LeTellier’s leadership</u> to decide on non-financial forest management issues. All approved.		
Rex Myer: Concern over Ash Trees and how to manage.	Dan LeBlanc, Charity, Rex Myers, Lise will investigate.	

DL: suggests discussing liability issues with our attorney	CB to contact WW attorney	
# of car stickers per household for 2022? The limit used to be 2/person listed on the deed.	Sticker Committee	
GA: Motion to refer boat sticker limits conversation to committee. All approved.	Sticker Committee	
LL: Question as to standing of Property Management Committee (how did it become a non-standing “Property Maintenance Review” – committee). (raised in January meeting minutes). LL: Motion for the board to investigate the two committees and provide resolution suggestions. All Approved.	JS and DW	
GA: Accessibility Ramp suggested from Ann Fazi (raised in March meeting minutes). General Contingency Funds available will cover that. SR: Motion to approve purchase and installation of <u>accessibility ramp at Main Beach not to exceed \$2000.</u> (Next to and on the left of the dock, outside the swimming area, not to interfere with beach maintenance). All approved.	Anne Fazi and WW staff.	<u>To be installed prior to July 4, 2021.</u>

New Business

COVID restrictions for upcoming season. TS: Reviewed current CDC guidelines. These may change. GA: Motion to have the Beach Rules Committee along with WW Health Committee meet to review MA COVID guidelines and apply those to WW with consideration of financial implications.	Committee chairs.	<u>May 14th.</u> <u>To be communicated to community by May 21.</u>
4 requests for Main Beach and Clubhouse gatherings during summer season. <u>BOD denies any large group gatherings based on current COVID rules and in consideration of</u>		

<u>other community member. Approved by acclamation.</u>		
FF and CB will present changes to portal and proposed changes to current website. DW - Asked for permission to draft a new “About Wildwood” section for the landing page which, with the help of DO and LL, will place more emphasis on ecology. CB is continuing to work on website and will present changes in the future.	CB	Ongoing
Full-time seasonal maintenance employee schedule will be		
Wednesdays – Sundays.		

Correspondence

Jan Tkacz’s re community communication changes. CB will summarize meetings and send to community.	CB	
Marcia Eveland’s email proposing that Wildwomen be held on Wednesdays at the clubhouse for women who can show proof of vaccine. Due to current COVID restriction the Clubhouse is still closed.	CB to inform.	
Matt & Patty Berky request denied. By Acclamation.		
Mary O’Carl request re purchasing Lot #5 denied. By acclamation		
Chris & Joan Eley request for new deck. – Directed to survey the property		
Gloster and DuLuc request tabled until later meeting.		

Disposition of Open Forum Items

Chris Chase's concern about requiring proof of vaccination will not be something WW gets involved with.

Tom Post concern about road signage will be raised at next annual meeting

Allen Liberman's concern on road maintenance was addressed later in the meeting.

Open Forum

Allen Liberman – will roads that have not been paved for many years, be repaired at some point.

Teresa Urbinati – 1) There is a plan somewhere about the schedule for paving of road. There is no money allotted in the FY2021 in that line item.

2) What part of operations is now under the purview of FSR and what is under the purview of the BOD?

Tom Post – The board was supposed to present different signage options to the membership. Needs to go back to Security Committee to be tasked with presenting alternatives so membership can vote.

Anne Stone – The Property Management committee was once very effective. Not clear on why things changed.

Motion to enter executive session. All approved.

Motion to adjourn meeting. All approved. 1:26

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WPOA BOARD OF DIRECTORS

Minutes

June 12, 2021 - 9:30am

Present: Board Members Present – In clubhouse: Ginny Austin(GA), Frank Fazi(FF), Ora Gladstone(OG), Lise LeTellier(LL), Stan Rosen(SR), Jim Shea(JS), Deborah Wagner(DW) **On Zoom:** Susan Cutillo(SC), Doreen Oshinskie(DO), Terry Seltzer(TS)

Community Members – Susan Chan, Mark Harutunian, Ted Hudson, Allen Liberman, Ann Stone,

Rick Stone, Elaine and Steve Strinie, James Warren, Stephanie Weintraub

Call to Order – 9:30 (hiatus' due to technical issues)

Additions to the Agenda

Appointment of Tom Poft as head of Security Committee. Approved by acclimation.

Open Forum

Elaine Strinie – Large chairs and couches in clubhouse are in awful condition. They should be replaced.

Approval of Minutes - May 8, 2021 – Motion to Approve. All approved.

Reports

President – SR: Requesting we limit ourselves to 2 min. responses.

Treasurer – GA: We've switched to FSR. Report addresses past questions:

Fixed assets addressed - pp2-3. CD that has not matured has not yet been added to reserves. Special assessment questions will be referred to finance committee. 2021 unallocated funds figure is being figured out and will be determined by finance committee. **FF –** Membership must make the decision of where to spend surplus. **GA -** Finance committee will make a recommendation as to what those funds should be used for and the community will vote. **Motion to approve. 5 for, 3 against, 1 abstention.**

COMMUNITY MANAGER'S REPORT - June 12, 2021

Administration

- The RDA for adding an accessibility ramp to Main Beach was passed by the Tolland Conservation Commission. A ramp will be ordered next week.
- Our collections attorney has sent out letters to all delinquents.
- My notary application was sent in, and I should be getting a response next week.
- Only one volunteer has stepped forward to be on the building review committee.
- No volunteers have stepped forward to help out with the Community Pot Luck Supper. Volunteers are needed to run this event or it will be cancelled.

Ponds

- With the big rain storms we have been having recently, the water level in Cranberry Pond was 4 inches higher than it should be. Valves have been adjusted to allow water to drain quicker, so the pond can resume a normal level.
- The heavy rain also caused Otter Pond's swim raft's chain that anchored it to the ground to break. The raft was found all the way to the right side of the pond. A new chain has been installed.
- Water is tested weekly in Cranberry and Otter Pond to ensure safe swimming levels. All results have been within normal range.
- Signs were ordered for all swimming rafts to remind people that no boating is allowed in the swim area. These signs will be put up next week.

Grounds

- A border of rocks was set-up to prevent parking on the dam. The border had to be extended within a week because of people still parking there.
- All picnic tables that were in disarray have been replaced.
- Inventory was taken of all boats on beaches. All boats with no stickers or 2019 stickers will be removed next week. Boats with 2020 stickers will be given a deadline of August 1st to update stickers or boats will be removed.
- The septic tanks were completely full at Lakeside, and bath houses had to be closed briefly. Mt. Everett Sanitation was able to come in within 4 days to pump them out.
- A group of volunteers has been diligently weeding and replanting the main flower garden across from the mailboxes on Beetle Road.
- Maintenance constructed a stand to hold a drum barrel with a spigot. They will keep this filled regularly with water for purposes of watering the garden.
- The bridge to the Picnic Grove was fixed and a new plan is in place to put culverts underneath the bridge to allow water run off to flow freely, and then dirt will be put over the culverts to create a path instead of the bridge that is currently there.

Buildings

- Public Water samples continue to be taken weekly from the Clubhouse and all Bath Houses. Results have all been within normal range.
- Deep cleaning of all bathrooms, clubhouse and laundry room is conducted once a week. Spot cleaning and supply checks are conducted daily.
- Two louvered doors for the Clubhouse basement have been ordered. These doors will allow air flow, so the dehumidifier can work efficiently.
- A Sliding glass door was ordered for the office.

Equipment

- A Ford Maverick has been pre-ordered, and is scheduled to arrive in the fall. This will take the place of our Ford Ranger, and the price will be lower than the amount that is budgeted.
- Oil and filters were bought to perform oil changes on all gas powered equipment. New blades were installed on our zero turn mower.
- A pole tree trimmer was purchased for trimming branches on the sides of roads.

Road Work

- Roads are continuously being reviewed and in-house repairs are being done.
- Many culverts have been cleared during the rain storm. All drainage issues are being addressed.

FF – Because of the **Conservation Committee's** meeting schedule, accessibility ramp cannot be approved until after 4th of July (the date by which we planned it to be installed). **DW** – Ball for Tether Ball has not been attached. **LL** – Signs designating 1) launching areas and 2) indicating NO BOATS IN SWIMMING AREA need to be posted/replaced. **LL** – Asked about doors for club house. **CB** – doors need to be locked now so new doors with vents will replace current doors. **LL** – Other renovations that have been discussed in past meetings (i.e. extension of roof to protect those sitting outside) need to be identified. **GA:**

Will check on where in the budget funding for doors will come. **Motion to accept Manager's Report. All approved.**

District Representative Reports

District 1 – LL – Playground for Wildwood document attached. GA – Insurance cost needs to be investigated. **LL** – requesting that Charity review our insurance coverage.

District 2 – SC - None

District 3 – JS - Issues are covered in the agenda.

District 4 – DO - None.

District 5 – TS - Past request that signs be placed on boat racks indicating where heavier and lighter boats are supposed to be placed. **Charity will post it in newsletter. District 6 – DW** - None

Committees

Pickle ball Court Proposal – Greg – Presented issues and pricing from a number of companies.
LL – Motion to not accept pickle ball proposal and that it be moved into long-term strategic planning process. 8 in favor, 2 opposed. FF – Clarification that he is not opposed to pickle ball court being fixed but that we need a strategic plan.

<u>Issue and Action</u>	<u>Who is Responsible</u>	<u>By When</u>
<p><u>Old Business</u> # of car stickers per household for 2022 – Sticker committee will present their recommendation was voted on and approved.</p> <p>DO - Report included in Board Packet. Clarification of who qualifies as a dependent is included.</p> <p><i>Motion to accept policy. 9 for, 1 abstention</i></p>		
<p><u>New Business</u></p>		
<p>Email discussions and Voting.</p> <p>TS – Does not see where in the By-Laws it indicate that board e-mail discussions are prohibited.</p> <p>FF – Our By-Laws stipulate that Roberts Rules of Order be followed.</p> <p><i>Motion to adjust bi-laws, Article 5 #6, Rules of Order, Meetings of the WPOA, to “will” (remove “shall”) be conducted according to Roberts Rules of Order.</i> (Thus allowing for on-line conversation.) 8 for, 1 abstention</p>	<p>Must be voted on at August Members Meeting</p>	<p>Stan</p>
<p>Change of Agenda – Adding a Modification Request section under Open Forum & time limits. Accepted</p>		

WPOA BOARD OF DIRECTORS
Minutes
July, 10, 2021

Present: Board Members - Ginny Austin(GA), Susan Cutillo(SC), Frank Fazi(FF), Ora Gladstone(OG), Lise LeTellier(LL), Stan Rosen(SR), Terry Seltzer(TS), Jim Shea(JS), Deborah Wagner(DW)
Charity Barger(CB)

Community Members – David Bornstein, Jeff Bowden, Ruth Buchanan, Ken Carr, Andrew Corn, Joanne Fletcher, Mark Harutunian, Lisa Ioli, Albert Lenge, Bobye List, Rex Myers, Greg Rota, David Stone, Rick Stone, Steve and Elaine Strinie, Teresa Urbinati,

Open Forum

Teresa – Budget question

Doug – Lack of transparency

GA – Comprehensive budget report was given (attached). Replied to questions.

SR – Solicited opinions on whether and how to go ahead with a back gate. FF – after a hard year and a good deal of confusion regarding where we stand financially, recommends getting an outside audit.

Stan – Motion to accept option 2 budget (take \$25K out of general contingency)

7 – For, 2 – against

TR – We have to put line item in the budget for the audit.

Motion to put before the membership, at the annual meeting, to have a financial audit of the WPOA and that a special assessment for \$10K be put aside for the audit.

FR - ... and use money in the general contingency fund up to \$10K Seconded. All approved.

Lise – ***Motion to go to the community with a special assessment up to \$42K (\$168/member) for the back gate that may be paid over a 4 month period of time. 7- for 2- against.***

SR – Lakeside Drive and Brook Lane

TS- A member expressed concern about our not being transparent and open enough about what our thoughts are.

Ginny – There are no funds set aside, at this point, for that construction. Lise – ***Request that the Security/Safety committee write up the issue and that District Directors bring it to their constituents.***

Jim will write it up and Deborah will edit. All district directors agreed. Motion to approve 7-10 minutes. 7 for 2 abstained.

Annual Meeting

Ginny – What are the procedures that need to be put in place to run the meeting smoothly. Are we going to have it inside or outside. We need a microphone.

Lise – President and V.P. along with Charity will work on logistics and procedures.

The annual meeting will take place under an open tent on the high end of the field. Lise will head up the initiative. It will be accessible for handicapped members.

Open Forum

David Bornstein – How do variances in credit and deficits effect the budget. Going into a full-fledged audit will tax Charity and the new treasurer.

Mark Harutunian – Can those who need access to the annual meeting on the field be dropped off by car?

David Stone – GPS no longer indicates a continuation of Lakeside drive, which created the problem for the Fire Trucks getting to Brook Lane, and the distance to the chipped path is the same from both directions. What is being proposed as the cost and construction for the connector will likely be far short in cost and not adequate for the weight and size of fire trucks. The abutters have never been consulted. The other dead end roads have not been investigated and the same issues would relate to those.

Andrew Corn – Agrees with David Stone that the joining of Lakeside and Brook Lane is unnecessary. He would want to see an environmental study as to how it will effect run off. Strongly hoping that the board will not move ahead without further consulting the community.

Rick Stone – The board is working on incomplete information. The issue with the fire was the result of bad directions. That is the issue that should be addressed (proper maps to all fire departments serving Wildwood).

Doug Stone – The board does not have all the information needed to make a decision to move ahead with joining Brook Lane and Lakeside.

Motion to adjourn – All approved.

**WPOA BOARD OF DIRECTORS
Minutes**

September 11, 2021 - 9:30am

Board Present: Susan Cutillo (SC), Ora Gladstone (OG), Joseph Juhasz (JJ), Lise LeTellier (LL), Stan Rosen (SR),

Terry Seltzer (TS), Ruth Sininsky (RS), Teresa Urbinati (TU), Deborah Wagner (DW)

Community Present: Ruth Buchanan, Beth Carr, Chuck Koteen, Albert Lenge, Teddy Schaffer, Doug Stone, Ann

Stone, Brad Stone, Sue Voudren

Call to Order – 9:40

Quorum established

Opening Comments – Hello from New Board Members – Teresa Urbinati, Joseph Juhasz, & Ruth Sininsky

Additions to the Agenda

Item/Issue	Action/Motion
TU - Discuss comments raised at members meetings	Will discuss once members meeting minutes have been sent for review
TU - How to structure board meetings to be more efficient.	
Chuck Koteen – Dogs barking for hours at end.	
Charity – Is it possible to dump the old plastic club house furniture.	Interrupted by technical issues. Not voted on. Move to Nov. 6 BOD meeting agenda.

Open Forum

Doug Stone – enumerated his concerns with the Lakeside/Brook egress proposal is 1) how it was rolled out 2) postponement (s) of Security Committee meetings 3) no response from the board to communications 4) the 1½ page letter in Newsletter that was pro egress with no anti egress opinions	
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Approval of Minutes

July 10, 2021 – TS – not TR – With correction, Motion to approve with change. 8 for, 1 abstention. July 18, 2021 – TR - To be approved in next Exec. Session

Building Committee/Architectural Modifications

<p>Cirelli5 - Lakeside Drive – Shed Building committee recommends not to approve due of size and location on property. LL – concern that if they go for a variance and we haven’t decided where we stand, our position won’t be taken into account.</p>	<p>Motion – Not to approve. All in favor.</p>
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<p>Lavalette - 253 Lakeside – Tree Removal</p>	<p>If approved by town conservation committee we approve.</p>
<p>Schaffer - 69 Otter Pond – Addition</p>	<p>Motion to accept building committees recommendation that they pay \$350 deposit against potential road damage. All in favor</p>

Reports

<p>President – No Report</p>	<p>Reserve fee income is \$7500 less than budgeted. What are</p>
<p>Treasurer – JJ – No report – just received current budget. Has reviewed past budgets. Happy to see that (and is in favor) an audit has been approved and funded. Suspects that the 10K budgeted may not be enough. Will send us a document from Vermont describing aspects and benefits of doing audits.</p> <p>BUDGET QUESTIONS TU – Questions about number of members in arrears. Need to be aware of where revenue from members will be coming from.</p> <p>What is contributing to the fact that we are collecting less money than we predicted when we built this budget and why have we earned only \$421.29 in interest when we estimated it would be \$3,000.00?</p> <p>TS - On the balance sheet: Retained earnings were Negative 32, \$132.25. What are retained earnings?</p> <p>On the P&L: The road assessment was \$17,000 less than budgeted. Why? It is out of proportion to the other assessments - i.e. a clerical error? - or are some members paying other fees but not the road fee?</p>	<p>the sources of the reserve fee income? Is that just interest on the reserve funds?</p> <p>At the end of the P&L, NET INCOME was \$282K, Budgeted was \$324K, and the AMOUNT OVER BUDGET WAS 606K. Needs explaining.</p> <p>OG – Proposed that data be gathered and we wait until the next meeting to discuss</p>

CB – will look into reserve fee income.

SR – At next meeting talk about who is in arrears and who are non-paying members.

Questions posed by TU and SR need to be addressed and

OPERATION MANAGER'S REPORT - CB

Administration

- I am now an official Notary Public.
- An RDA and DCWP (health department) form was submitted to Tolland Conservation Commission for work at Lakeside Beach. After the septic tanks at Lakeside were pumped out it was discovered that there is a problem with the actual pipes underground leaking. They will need to be dug up and replaced.
- Permission was given for Eversource to begin cutting down all the trees marked with blue ribbon. Work should commence shortly.
- Wildwood's tree removal list will be completed after all trees are taken down by Eversource. Wildwood will need to pay for stump removal, so we have to see what is left in the budget to take other problem trees down.

Ponds / Beaches

- The Fox Den swim raft was found in 2 pieces after Labor Day weekend, but was able to be repaired.
- Water in Cranberry and Otter Pond will continue to be tested weekly for safe swimming levels through Sept. 18th (The date our beach permit ends.)
- All unregistered boats & boats with 2019 & 2020 stickers were removed from all beaches in August.
- A straw wattle was placed on Lakeside Beach before one of the heavy rain storms to see if it would help prevent erosion. Even though dirt was mounded up next to it on both sides and a trench was dug beside it to divert water, unfortunately, it did not work.

Grounds / Roads

- An AED unit was installed at Lakeside Beach
- Life ring cabinets have been installed at all beaches
- After many recent storms, maintenance has been busy cleaning up downed trees / limbs and clearing out many culverts.
- A new speed bump for Beetle Road / Owl's Nest intersection was just delivered. Maintenance may wait until next season to install it.
- Our accessibility ramp production was delayed because of the shortage of aluminum. The company has credited back \$135 because of this, and our ramp is scheduled to be

delivered next week. Due to our Beach Permit ending on September 18th, it will be stored until next spring.

District Reports (of Representatives reporting member's comments)

<p>District 2 – SC – Continued concern with continued tree cutting at Otter Pond property.</p>	<p>CB - will look into it.</p>
<p>District 3 – RS - Flooding on So. Village and work that needs to be done to mitigate.</p>	<p>CB - will look into it.</p>
<p>District 5 – TS – nothing other than Lakeside egress.</p>	
<p>District 6 – DW – (Multiple member comments) 1) disapproval that we didn't postpone the Annual Meeting and the tent ahead of the hurricane. 2) observation of recurrence of invasive species on his waterfront. Given that the BOD is dealing with a lot, worried that this is not getting adequate attention. Concern with invasive species is leading to concern about trespassers in WW. 3) questions about the proposed chains across the Lakeside/Brook Lane egress that is under consideration. 4) support for the Lakeside/Brook Lane egress, her GPS is unreliable in and around WW.</p>	

Committees

<p>Security Committee SR – Concerns about back gate – 1) camera not budgeted for 2) as to means of entry - should we have a keypunch code in addition to fob? TU – the vote at the members meeting was for the fob and not for keypunch. SR – do we need a vote to add funding? OG – Let's review after a year of gate being in place. JJ - unless there is another vote we are not able to expand the funding that was approved. report (attached)</p>	<p>OG – Motion not to expand budget of back gate at this time. 6 in favor, 2 abstain</p>
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Old Business

<p>Updating Legal Documents – LL – She was chair of CER committee.</p>	<p>LL –request that Al Lenge join CER committee.</p>
<p>Clubhouse parking lot light adjustment CB – lights pointed down. Rick Stone asked it be pointed down more.</p>	<p>CB - Lights are pointed down as far as they will go.</p>

<p>Lakeside & Brook Lane Egress</p> <p>CB – Sent community comments.</p> <p>TU – At annual meeting a question was asked if there's money in the budget for this and the answer is no. Suggestion to postpone discussion. No cost estimates have been brought to membership. Lack of transparency</p> <p>OG – full report needs to be put together with costs, dimensions, construction specs... and distributed to membership.</p>	<p>CB – will talk to Tom Post about putting the report together. Suggestion that TU send her concerns and suggestions to Tom Post.</p>
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New Business

<p>141 Fox Den Foreclosure – Forgiving of back dues</p> <p>CB – current lien on property. New owner who bought at auction requesting that he not be required to pay all back fees.</p>	
<p>Emergency Number – is there a need?</p> <p>Member was concerned during recent storm that there's no emergency number.</p>	<p>For non 911 emergency (e.g. tree down after hours) an email should be sent to</p>

Disposition of Open Forum Items

	<p>Charity and District Reps should be called.</p>
<p>Repair flashing by adding an awning at Clubhouse Door</p>	<p>CB will investigate possibility of wooden awning/covering All in favor.</p>
<p>TU – Would like to contact Mark Harutunian to investigate how to make technology better for running meetings.</p> <p>TU – When items are suggested for the agenda, person making the suggestion should have all the information necessary so as to enable the board to make decisions.</p> <p>TU – What is our board responsible for and what is our manager/administrator responsible for. Needs clarification. She would be happy to make a start on those distinctions.</p>	<p>All approved Teresa working on these issues and sending us her ideas.</p>

<p>Excessive dog barking</p>	<p>CB - will contact complainant to let him know there is a Tolland dog officer that he should contact.</p>
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Open Forum

Ann Stone – registering disapproval of the egress path.	
Rick Stone – he is a member of the security committee. They have not met in 3 months.	SR – requesting that Tom Post conduct regular security committee meetings and maintain steady contact with them.

Adjournment – 11:57 **SR – Motion to adjourn – all approved.**

WPOA BOARD OF DIRECTORS Minutes November 6, 2021 - 9:30am

Board Present: Club House: Susan Cutillo (SC), Joseph Juhasz(JJ) (until Exec. Committee meeting), Lise LeTellier(LL), Ruth Sininsky (RS) (until conversation about Dues/Fees Payment Options,) Teresa Urbinati(TU), Deborah Wagner (DW)
On Zoom: Ora Gladstone (OG), Doreen Oshinsky(DO), Stan Rosen (SR), Terry Seltzer (TS),
Manager: Charity Barger (CB)
Community Present – Club House or on Zoom: Jeffrey Bowden, Ruth Buchanan, Albert Lenge, Mathew Lenge, Tom Post, Jim Shea, Ann Stone, Rick Stone

Call to Order 9:45am

Quorum Established

Additions to the Agenda

Lise LeTellier – Bylaws Article 6 #9. We are no longer in an emergency. Board members should be meeting in person at the clubhouse. Conversation to take place at next BOD meeting.

September 11, 2021 minutes. Motion to Accept. All in favor

Reports

President – SR

Suggested protocols for running meetings were read. Teresa will create queue of speakers. If a point has been made no need to repeat.

Treasurer – JJ

The Finance Committee met on October 29, 2021 with a total of nine members, to discuss two items:

1. The audit budgeted for in the 2022 WPOA budget.

After a lively discussion of the reasons for and the value of an audit, the committee agreed on the following:

- The audit will cost several times more than is budgeted.
- An audit will not discover the source of the unaccounted for funds in our accounts.
- A "review" would determine if the financial management of WPOA funds is properly managed – which should be our primary concern.
- A "review" instead of an audit is our recommendation.

2. The reinvestment options for the \$279,624.48 reserve money returned by the management company.

The committee feels that there will be no improvement in interest rates in the near future and therefore placing the funds in Money Market accounts provides ready access to funds and is a safe option.

included a recommendation of reinvestment of Money Market Funds and indicating a review of WW's books, rather than a full audit, is suggested.

LL – The community voted to find out how much it would cost for a review and whether we wanted to approve that when we know the cost.

TS – What would the cost be of a review? **JJ** – won't know until we look into it and find an accountant who would take it on but expects it will fit the amount budgeted at the members meeting.

Motion to approve a review, rather than the audit voted on at August Membership meeting. All in favor.

Operations Manager – CB

Administration

- Eli worked part-time, 3 days per week, on property maintenance through October 22nd, so that Jay had help on the grounds.
- Our new property maintenance specialist, Mark Miller, started on October 25th, and seems to be learning the property quickly.
- 2022 Bills have been created for all property owners. These will be sent out the last week in November.
- Our 2008 Ford Ranger was traded in (\$1,500 trade-in value) for a 2022 Ford Maverick. Our budgeted amount was \$26,000 for a new truck. Total cost for Ford Maverick was \$25,376.87. \$623.13 under budget.

Ponds / Beaches

- Lake plant mapping was completed on September 23rd. The Pond Committee is still waiting for the report, but initially it was reported that everything looked good.
- Phragmites treatment was completed on October 6th.

- Bath houses have been winterized and closed up.
- All trash cans have been removed.
- Swim docks have been pulled to shore for the winter.
- It appears that Otter Pond may have a beaver problem. The pond is not draining as it should be because the dam is clogged with mud & grass every day. The Tolland Conservation Commission has been contacted for trapping permission.
- Cranberry Pond has been draining steadily since October 18th. The water level is already lower at this time than it was last year. The target is a 4.5ft draw down.

Grounds / Roads

- Leaf blowing has been an on-going process on the roads and grounds.
- Sand and salt were delivered for winter, and have been mixed together.
- Tennis Nets have been removed for the winter.
- Brush Chipping is all completed, except for Blueberry Meadow, as the Forest Management Committee has been busy at work there. This should be completed by early next week.

Permission has been granted by Tolland Conservation Commission to set beaver traps because the beaver is damming up the culverts and blocking the drawdown. Also, evidence was provided that it is illegal to trap and relocate beavers and that beavers cannot survive being relocated.

District Representatives

1 - LL – No report

2 - SC – No report

3 - RS – A member recommended additional sand be put on Otter Pond to allow ability to enter further into pond. **OG** and **TU** – not environmentally sound. Question should go to Pond Committee.

Member asked about dog-poop trash-cans being provided by WPOA. BOD in agreement that it is not necessary and would not be prudent.

4 - DO – No report.

5 - TS – No report.

6 - DW – No report

Committees –

Forest Committee

Stand One Invasive work grant received and invoice has been paid. Met with Wildlife Biologist and Forest Consultant to clarify latest research and recommendations. After that meeting, the Forest Consultant tagged trees on the stand, reviewed with the contractor again and verified the forest

cutting plan and cutting contract still hold, with new recommendations. Now waiting for this winter's window of very cold weather to complete the harvest and NEC hut building.

Blueberry Meadow is undergoing extensive restoration, with the majority of work having been done by committee member, Rober Sullivan and then additional help by volunteers and other committee members. It will not be completed this year, but it will have at least a large portion completed. Restoration includes cutting out all invasive plants. Removal of all completing trees and shrubs that have invariably grown up into the blueberry bushes (Succession happens!). Trimming of some of the blueberry bushes themselves, though not all will be done this year. Clearing around all apple trees, providing space for maintenance staff to mow between trees and each blueberry bush. The last time this was done was by the staff about 7 years ago and much of the small trees' successional patches that have grown since then will be removed to maintain the meadow ecosystem.

FM Committee will be meeting next week on November 11 to continue discussion around research being done on forest resilience in light of climate change and what steps we as a community should prepare for.

LL- The Forest Management Committee is meeting on Nov 11, 2021 to discuss Forest Resilience. The committee will be hosting a Mass Audubon speaker presentation later in the year. More information will be forthcoming.

A question was asked about the ash trees that the FMC had requested be removed.
CB – Eversource has been very slow and has not yet begun tree cutting. Jay was waiting until they did their cutting before starting the FMC cuts.
LL – Restoration work that's being done is allowing for the PMS to mow closer to the blueberries. As trees will grow back, more cutting will be needed.

Security Committee

We are considering leaving the life rings up at our beaches as a safety tool for someone in distress if they should fall thru the ice. This would only be a first aid measure until the Fire Department arrives with their ice rescue gear for the rescue.

A pre-construction meeting was held with Mike DeLorenzo (who is our committee lead on this project), Jay from our Maintenance Division, a representative from Westcor Gate, Jay the Electrician and myself. The final position of the gate unit was confirmed and tentatively laid out. This will work well and lower electrical costs and will allow for a safer operation while not hindering our walkers and bicyclists. An equipment problem was identified by our electrician, that needed meter sets are in short supply and that lead time for delivery (as of the day before) is at least 11 weeks out. With that issue we decided the best thing to do is do this project in the spring as soon as frost is out of the ground.

We will be evaluating what actions to take on some of the issues that were identified by our greeters and security patrol prior to next "Season".

Rick Stone is evaluating the security system at the clubhouse for possible cost savings. Wildwood is locked into contracts until 2024 & 2025. At this time a cost savings can be evaluated.

A final list is being compiled for all needed road signage, and should be ordered soon.

Rick Stone – The expense for the alarm system has gone up by \$2,000 (\$6,000ish to \$8,000 plus). We are locked into long-term contracts. It would have been better if we had bought the equipment. **CB** – Spoke to the security committee about reducing from 9 to 6 cameras. Committee said that until contracts end in '24 and '25 no reduction in cost is possible. **SR** – Will get phone number of the current rental company and explore early contract withdrawal. The cost of buying our own system will be explored. Expects it to be less expensive based on what he's seen in stores. **LL** – We should let Rick Stone do some investigating before we jump into a Board investigation. **TS** – Can we see a copy of the contract?

BOD agreed that Rick Stone and Security Committee will investigate security systems.

Back gate project is postponed until spring. There is some problem getting meters set (supply chain issues).

Old Business

Emergency Number –**TU** has conducted an exhaustive review of different alternatives and connected costs.

Extensive conversation ensued regarding the pros and cons of the alternative solutions and complications/problems that an answering service/call center will or will not provide.

LL –*Motion to go with a call center. Seconded. 7 in favor, 3 opposed.*

Lakeside & Brook Lane Egress

Motion to postpone the discussion as it's not an immediate issue and the discussion requires more time. 9 in favor, 1 abstention. Motion to have Egress issue as single agenda item meeting. All in favor.

New Business

2022 Dues/Fees – Payment Options	OG – <i>Motion to maintain the current process with a caveat that In case of extreme hardship contact the office.</i>	All in favor
Accountant Dismissal for Bill Payments	SR – Charity is already duplicating this work. Propose to dismiss the accountant's work of billing. CB – There are now two BOD bill signers close enough to WW to sign approval of payments over \$750. Motion to dismiss accountant.	All in favor.
Newsletter	DW – After a long time as editor she will be stepping down. All thanked Deborah for the excellent work she's done.	Need to find new editor.
Property Maintenance Specialist New Hire Hours (Attached)	TU - Motion to implement maintenance work schedule Sun-Thurs from Oct. to end Apr., Mon-Fri May to end of Sept. LL - Erosion is once again a major issue. Pond committee is looking into it, but in the meantime, can the straw bales be attempted again? Last year they weren't put out until the spring. Now is the time. Beach raking in the summer helps a little.	All in favor.

<i>Vaccine Requirement for Employees (Attached)</i>	<i>Motion to accept recommendation.</i>	<i>All in favor.</i>

Open Forum

TU – Charity will share Marty Kulig’s letter to four board members with the rest of the BOD.

Tom Post – Lakeside/Brook Lane Egress. Sent very extensive report. The board needs to complete this process and make a decision.

Rick Stone – Disagrees with Tom. The committee has not met in a very long time and no committee decision has been made.

LL – Her item regarding meeting in person for BOD meetings can be handled via email

12:02 Motion to adjourn meeting – All in Favor

Executive Session- 12:07

1:13 Motion to adjourn Executive – all approved.

1:13 Motion to adjourn Meeting – all approved.