



**WILDWOOD**  
PROPERTY OWNERS ASSOCIATION, Inc.

## **2022 BOD MEETING MINUTES**

**WPOA BOARD OF DIRECTORS**  
**Minutes**

**January 8, 2022 - 9:30am**

**Present: Board Members Present:** Susan Cutillo(SC), Ora Gladstone(OG), Joe Juhasz(JJ) Lise LeTellier(LL), Doreen Oshinskie(DO), Stan Rosen(SR), Terry Seltzer(TS), Ruth Sininsky(RS), Teresa Urbinati(TU), Deborah Wagner(DW)

**Office Manager:** Charity Barger(CB)

**Community Members:** Ginny Austin, Ruth Buchanan, Denis DiLallo, Ted Hudson, Kollol Pal, Anne Stone, Elaine Strinie, Stephanie Weintraub

**Quorum Established 9:33**

**Additions to the Agenda**

We dropped the item of an overhang at the entrance to the clubhouse. **Not urgent but should to be included on future agenda. - TS**

COVID Booster Requirement - **CB**

Moving Pickleball Court topic from Strategic Planning Committee back to the Pickleball/Tennis Committee

**Open Forum**

**Ruth Buchanan** – Appreciated the treasurers report including items that have not appeared before.

**Ginny Austin** – The financial statement does not include 1) delinquent dues collected over the dates covered, 2) reserve budget addition and 3) the impact of the adjoining lots. Must be included

**Approval of Minutes – 11/6/21**

**LL** - We did not vote to have a budget review. We voted on finding out how much it would cost and whether we wanted to do the review. **Joe** – We did not vote on moving forward. The issue will be covered in the financial report.

**LL and TU** – **Remove sentence about BLUEBERRY before second sentence**

**Motion to approve minutes with corrections included. Approved unanimously.**

**REPORTS**

**President** - No report

**Treasurer – JJ:**

The WPOA has successfully completed Fiscal year 2021 services to its members within the allocated budget. The onsite operations manager and maintenance staff provided facility services, cash management services and communication services in an effective and professional manner; thanks for a job well done.

I've only been a WPOA member and the treasurer for a few months and haven't gotten to know the issues and players as well as I eventually will, but I have observed several issues that give me concern:

The decision to alter the format of the yearend financial statement has resulted in a statement lacking transparency and fails to adequately inform the members of the financial situation of the WPOA. This financial statement should be rewritten in an appropriate format and resubmitted.

Very substantial "retained earnings" or "profit" on a yearly basis raises concern that the budget process needs a serious review. Since the budget is the tool used to calculate member fees and assessments, it is important to "get it right". Over the years 2012 thru 2021 the data below raises many questions:

Total Income: \$5,209,647

Total Operating Expenses: \$3,875,052

The above areas of concern, along with other curious items will be on the Finance Committee agenda for discussion later this month.

**JJ** – His numbers are around \$3,000 off from Charity's numbers. A report will be submitted after the finance committee meets to resolve the discrepancies. Members may be paying for items they should not be responsible for.

**TS** – Reserve items should not be listed in the P&L. The P&L should only list additions made to the reserve. There should be a separate accounting of the reserve items showing, on a line-by-line basis, any additions to or expenditures from the reserve funds.

**JJ** – The submitted 1 page summary simplifies the total picture (attached)

**LL** – It is helpful to have a summary report. We still need to be able to see the detailed financials.

**SR** – The items that Ginny mentioned need to be included in financial reports in the future.

**Operations Manager – CB:**

### **Administration**

- 2022 Bills were sent out to all 249 property owners at the end of November. As of January 5<sup>th</sup>, 191 payments have been received. 168 of these were payments in full, and 23 opted for quarterly payments.
- Mark Miller, our property maintenance specialist who started at the end of October has obtained his DOT card, and is in training for his hoisting license today. He will be taking the test for his 2A Hoisting license at the beginning of February.
- An email was sent out asking for volunteers to help with editing the Newsletter. The response was overwhelming with 9 people offering to help out. I plan on making two "editing teams" – one for the Spring edition & one for the Summer edition.
- At the November 6<sup>th</sup> BOD meeting, it was voted to process bills in-house, instead of outsourcing to an accountant anymore. Everything has been going smoothly using QuickBooks to pay all bills by printing out checks or paying online. Having our treasurer, Joe Juhasz, living in Wildwood full-time has been a huge benefit for signing checks when two signatures are required.
- Endicott Communication, Inc. was hired at the end of October to be Wildwood's after hours answering service for emergencies. To date, I've only received 6 text messages from this company after hours, 5 of which were non-emergencies. Only one was an emergency about slippery road conditions. I have looked into getting a report for the minutes used per month. **It is an additional cost of \$10 per month. I believe this is something we should receive, so we can evaluate how many minutes are being used and see if this is cost effective or not.**

## Ponds / Beaches

- Islands were removed from Lakeside Beach this week. The beach was frozen enough to drive on without sinking.
- "Ice is Not Safe" signs were put up at the entrances and on the docks at each beach. The pond just recently froze over, although the temps have been up and down, so it is not continuous.
- The water levels have been staying pretty even, and the dam has only been opened a couple of times during heavy rain.

## Grounds / Roads

- From freezing rain to snow, Jay and Mark have put in a lot of hours at all times of the day making sure the roads are plowed, salted & sanded. They have kept Wildwood's road conditions better than Town roads.

## OPERATION MANAGER'S REPORT ADDITIONS

1. The Beaver trap was set up in Otter Pond on November 6th and the beaver was caught by the next day. Installation of a beaver diverter was looked into, but was determined that it would not work for such a small pond that is also used for swimming. The existing beaver den is going to be filled in to discourage future beavers from moving in.
2. Eversource has not started cutting down trees yet. When I spoke to them in mid-December, they said that they were still waiting on permission from a couple of homeowners to start.
3. 2022 stickers were printed with a few changes.

There will be 3 different types of car stickers this year:

1. Regular car stickers for members
2. Regular car stickers with the letter "N" in the upper left hand corner for non-members
3. Regular car stickers with the letter "S" in the upper left hand corner for staff

There will be 2 different types of boat stickers this year:

1. Regular "22" boat stickers for members
  2. Regular "22" boat stickers with the letter "N" in the middle of the year for non-members
4. At a previous BOD meeting, it was voted on by the BOD to install an overhang over the main Clubhouse entrance door. Sketching a design for this is on Jay's To-Do list. Then I can obtain quotes for the overhang / awning.

**LL – Can Charity forward the report from Dave W. Lise forwarded the report to Pond Committee but would like the BOD to see it. CB – Will send report to the Board.**

## District Representatives

**No reports other than:**

**District 2 – SC – swimmers are concerned about beavers and algae. SR – Those issues are being covered.**

**LL – Reminder to district reps to send out BOD meeting summaries. SC – CB was sending it out. LL – She and DO (DW helped last time) now create meeting summaries for district reps to send.**

**DW - Summary should remind people in their district to contact their District Rep if they have issues.**

## Committees

**Pond Preservation – Kolloi Pal – New matter for committee to consider. Plant survey done last fall. Provided 44p. report (done every 3 years) to the BOD. We have to be aware of cyanobacter levels that were found. Cyanobacter**

has become an issue in Western MA. **Kolloi will identify labs that can test for cyanobacter and come back to the board with a budget.** We may want to move to surveying the ponds every 2 years now. Nutrient levels are managed by testing at start and end of the season. Suggesting that it now be done every month.

**Surveyor has offered zoom call. The pond committee will join that call. BOD members who would like to join should let Kolloi know.**

**TS** – Should we test after storms or in particular places? **Kolloi** – depends on how much testing we want to do. Kolloi will take one water sample per pond each month.

**TS** – What about non-native brittle Naiads. **Kolloi** – They should not be pulled. He will put that information out.

**Erosion Problems** – This is a problem beyond the Pond Committee. No one on the committee has erosion expertise. **Recommends that the BOD take up the issue of Erosion.** Beach erosion is visible now. Erosion channels are widening. Tolland applied for a grant. Jeff LaCase, resident of Tolland, suggested that Wildwood participate in the Tolland group meeting on erosion. **Charlie Higham and Alan Binder** joined the committee. **Charlie** attended one meeting and a second meeting is next week. **LL** – She participated in Granville vulnerability discussions and how the town will try to manage these issues. A few years ago the Forest Committee began looking to the Conway School to conduct a Wildwood erosion/environmental master planning process. They saw that the sizes of culverts weren't adequate. At the time, that was not a Wildwood priority. It might make sense to ask them to do a survey and create a master plan now. She thanked Kolloi for his work and reports. **DW** – Conway School would do the work to create a report in a cost-effective way. **OG** – How should the BOD proceed? **Kolloi** – BOD needs to find civil engineering companies to conduct comprehensive report. **LL** – Is there more information about how and whether the depth of the pond has changed? We have grant eligibility for erosion issues at Wildwood. **Kolloi** – this needs to be handled at the board level. The depth of the lake has decreased especially on the north/Brook side. Muck build-up in Otter Pond has increased and remediation is a large issue. There are no easy or inexpensive solutions. Applying for grants may make sense but he is reluctant to get the state involved as they may have issues with how we're managing the protection of our lakes.

**SR** – Need to create a committee that will specifically look at erosion issues.

**TU** – We need to create a very specific charge as to what is necessary to move forward.

**SC, TU, TS and LL will start with a one-time meeting to establish the charge and bring it back to the BOD.**

#### **Security Management – CB –**

- Due to bad weather, Charity set up a Virtual meeting for us which was held on December 18, 2021.
- Rear gate project is continuing with the deposit sent therefore solidifying our proposal price from the gate company. They will now send us the installation cut sheets so we can get a more accurate electrical and concrete pad cost.
- Charity received training on how to check the AED device in the clubhouse on a monthly basis and she is happy to do it for us.
- Street sign project is almost ready for ordering. Al Lenge is going to double check the list of sign needs so we will get the order done. We have combined some current signs which will be a cost savings.
- Rick Stone continues working on our security camera costs and needs at the clubhouse. We will most likely reduce our number of cameras and re position existing ones. When our contracts come due we will propose some contract changes then.
- A question for the board - How is the proposed name change for our committee coming along?

Thomas M. Post  
Committee Chair

**TU** – Stan had said he'd look into cancelling our contract on the cameras. **SR** – Charity will send Stan the contract again. **LL** – Give the security committee time to consider which way they want to go, i.e. do it in-house or have a

external vendor continue to handle this? **LL** – Security committee is looking at it. **TU** – We should just find out if it's possible to cancel the contract. **LL** – In Nov. she sent everything we did around this issue.

**Strategic Planning – OG** – The **SPC (Strategic Planning Committee)** has created a list of areas that cover the whole of Wildwood and identified a list of needs within each area. We are going through the areas one by one and designating which items are already being handled either within committees or by the board or the manager. When all areas have been discussed they will be brought to the board for approval that committees be organized for each area to explore the individual items needed work or attention. The committees will meet and a final SP report will be issued.

**LL** – wanted the BOD to know she is no longer is on the SPC committee but is raising the Pickleball Basketball (PB/BB) Court as needing to be discussed as it was added to today's agenda: **TU** - Supports Marty Kulig's letter that staff be included and that a survey be conducted.

**Moving Pickleball back to BOD from SPC SR** – A many sided discussion of this added agenda item ensued. **OG** – **Motion to inform the PB to continue to investigate options and costs. All in favor (but with a proviso that once investigated it will go back to the SPC to include in the final SPC report to the BOD which will include all priorities.)**

**LL** – We do not need prices in order to list priorities.

**LL** – **Reported that the SPC determined that it is beyond the SPC's ability to investigate long-term septic construction and related needs and asked her to bring it to the board's attention as it is a large issue which will need to be dealt with.**

### Old Business

**Lakeside & Brook Lane Egress Meeting Date - A date will be set for a board meeting to discuss the issue.**

### New Business

**Car Stickers over limit (4) – CB** – A long-term member requested additional stickers. Many board members echoed that cars should be parked on the member's property and cars with passes should be driven to the beaches. **Motion to deny request. All in favor.**

**Masks requirement for Clubhouse building including laundry room stipulating "until further notice". All in Favor.**

**SR – Motion to require booster shots (exclusive of Religious and Medical exemptions) to align with CDC guidance\*. All in favor.**

**CB - Surveying WPOA common property for dead/damaged trees. LL** – if there's a tree creating potential danger and members notify us, or if we notice such trees, we will do something about it. Two trees on Rex Myers property have been reported. The trees are very hard to access.

### Correspondence

**Karpman** – Wildwood should not make them pay twice for their lot. **Motion to inform that we pay for non-adjointing lots. All in favor.**

**Sharp** – Disagrees with back gate but will comply. No need no follow-up.

**Motion to move to Executive Session – All in favor.**

**TU-** Had a good meeting with Mark Miller, new maintenance staff. He will be taking a hoisting class to obtain that license.

**Adjournment -12:36**

# WPOA BOARD OF DIRECTORS

## Minutes

### Special meeting

February 12, 2022 - 9:30am

#### Present:

**Board Members:** Susan Cutillo(SC), Ora Gladstone(OG), Joe Juhasz(JJ) Lise LeTellier(LL), Doreen Oshinskie(DO), Stan Rosen(SR), Terry Seltzer(TS), Ruth Sininsky(RS), Teresa Urbinati(TU), Deborah Wagner(DW)

**Office Manager:** Charity Barger(CB)

**Community:** Karen Archer, Ginny Austin, Jeffrey Bowden, Beth Carr, Chris Chase, Denis DiLallo, Betsy Gay, Mark Harutunian, Ted Hudson, Albert Lenge, Bobye List, Tom Post, Doris Shandell, Penny and Jim Shea, Sara Shermar, Linda Sousa, Tim Stalker, Senta Stitch, Anne Stone, David Stone, Elaine Strinie,

#### Call to order: 9:35

**TU:** Reviewed protocols for meeting

**OG:** Read the list Pro/Con list distributed to the community.

#### Open Forum

**Ted Hudson** – please clarify what brought the issue forward (was it an issue of egress or not hydrant available...) **Tom Post** – a fire on that road created an issue for responders having problems. It's not just about the fire. It's a larger safety (safety vehicles) issue.

**PW Stalker** – is there a drawing of what the plan would be. **Stan** – further explained the incident, the poor response that resulted and that we're looking to keep the road closed. **JJ** – Are there or are there no plans. **OG** – There are no plans. **LL** – We have not had a chance to fully discuss the issue. **Rick Stone** – there are more trees that are larger than 14", not all of the security committee agrees with the report Tom Post referred to. Brook has been widened. **Chris Chase** – Lives very close to the path. The owner of the house that burned down says nothing could have saved it. Opposes a roadway where there is a beautiful, natural path. **David Stone** – this has been in discussion since 2020. All those at a prior meeting voted against. There are no clear plans or diagrams. Recommends that the board drop the idea altogether given the lack of specifics. **Senta** – at WW 46 years. General comments on general difficult issues. Fire department should be more familiar with our roads. There are more vital issues. It would be a shame to have that area destroyed. **Doris** – their house burned down and their street did not present any access issues. Vehemently opposed. **Bobye List** – thanks Tom and the Security Management Committee for all their work but there is not enough information to make the case that the road is needed. The board needs to look more strategically and comprehensively at WW as a whole. It looks like the community would vote no. It is not clear we need major amelioration. Suggests to the BOD that we look at this issue within the larger context of the community. **Ted Hudson** – a benefit of today's discussion is that other security issues have been raised. **OG** – There is a Strategic Planning Process going on right now looking at all the issues raised. **Bobye List** – the board could vote to table the issue and do more of the research. **Tom Post** – This is not only about the Fire Department access but about all possible emergencies. Where the path is now is where it will be. 12" wide (same as the path to the Club House), 170" long, asphalt

milling. It will not take appreciable time to undo the lock on the chain. It will still be a walking path. Like with the east entrance gate plan there will be a bump-out to allow walking and bikers.

## **New Business**

### **Lakeside & Brook Lane Egress – Board deliberation.**

**TU MOTION – Motion to leave Brook Lane and Lakeside as they are.** Seconded.

#### **Discussion:**

**ST** – Stressed the issue that this about more than a Fire Truck getting through.

**LL** – First raised 2019, May 2020 get costs, later 2020 get more information. If new members join a committee, the initial decision of a committee is not nullified by the presence of a new member. Question to Tom Post – the path from the parking lot at the clubhouse to the clubhouse is an example of what this Egress path would be like? **Tom Post** – Yes (that's 12" wide). The surface would be asphalt millings (less erosion). **LL** – 2 other locations block access in Wildwood (as would the chains as part of establishing the egress (entrance to tennis courts and old abandoned road near Beetle and Grove which allows Eversource to have access – vehicles have sometimes gotten stuck).

**TS** – Addressing Stan's concern about multiple emergency vehicles, one could park behind the other.

**DW** – Understands benefits but we can't look at Brookside/Lake without looking at the other areas that are problematic. This is arbitrary. If the people who would benefit from this are saying they'd rather run the risk, that should decide it.

**TU** – We live in WW because of the environment and country living. The chains Lise mentioned are not travelled through as this would be. Agrees with Deborah. Abutters learned about this project through the grapevine, that was a big mistake. Tolland Fire Department did not come to us with the suggestion. Without a survey or environmental study, it would be irresponsible. **DW** – an environmental study would need to be done if the community "has an appetite" for the project.

**LL – Motion to invite Tom Post (non-board member), Chair of Security, to speak. 7 in favor.**

**Tom Post** – Received document from the board with many questions. Responded with highlights that were never discussed. Remediating the Lakeside/Brook egress would be the least expensive project which is why it was proposed. Some of those who are adamant about this are not year round residents. Year round residents are increasing. We have to look at our legal responsibilities. **SR** – the attorney has been consulted and we would not be liable. **OG** – year rounders are important but none of the abutters want this.

**LL** – Thanks Tom and the committee. The cost factor is a huge part of our responsibility. It would be good to fix all the problematic roads. Stone's Throw and Robins Rd. had ledge discovered which restricted further work. We've now done what we said we would do. District Reps have asked their constituents. More are in favor. We have not done environmental impact studies for other roads. Brook Lane is one of the only roads that has access to make the change. Brook Lane has been widened. Teresa has a valid issue, if you buy on a dead-end you accept that reality. Is it the boards responsibility if a member acts in a way that is unsafe for them? **DW** – Why don't we look at the other roads to see if they can be widened. **LL** – Agrees with Deborah about looking at the other roads. We should look at Al Liberman's concerns – are there areas where a dry hydrant or turn-around can be built. (Al Liberman's letter was read – Attached as part of Meeting Packet.)

Motion seconded.

TS – Called the question. 9 in Favor 1 Abstained.

LL – Motion that the Security Management Committee submit a new review of all roads not connected for safety, options to increase access, environmental concerns and alternatives for dry hydrants for the board to review within a year. **Seconded.** TU – We should learn from the Egress experience that we should include those who will be impacted from the beginning. **All in favor.**

#### Storm Water Management Ad-Hoc Committee Approval

TU – TS, SC and herself looked at the issues. Having a civil engineer working on this would be a plus. Listed (and sent to the BOD) a list of the companies. TU and TS will not be part of the committee going forward. **Susan Cutillo will be the Board Rep and the Chair. Charity, Jay Kearin (Property Maintenance Supervisor), Bob Ueberbacher (member of the Ponds Preservation Committee) and Rex Myers (member of the Forest Management Committee) will comprise the committee. Plans will be submitted and reviewed** including as to whether the work could be done in house. RFP will be reviews, a contractor will be designated, a timeline will be established for each beach. The 3 gave Charity some questions to ask possible engineers.

Motion to accept the charge to the committee. **Seconded. All in Favor.**

Open Forum – None

Motion to Adjourn. **Seconded – All in Favor**

Executive Session



## WPOA BOARD OF DIRECTORS

### Minutes

March 12, 2022 - 9:30am

**Present: Board Members Present:** Susan Cutillo(SC), Ora Gladstone(OG), Joe Juhasz(JJ) Lise LeTellier(LL), Doreen Oshinskie(DO), Stan Rosen(SR), Terry Seltzer(TS), Ruth Sininsky(RS), Teresa Urbinati(TU)

**Office Manager:** Charity Barger(CB)

**Community Members:** Ginny Austin, Ruth Buchanan, Michael Clark, Denis DiLallo, Frank Fazi, Vivian Gufarotti, Bill Habelt, Mark Harutunian, Ted Hudson, Al Lenge, Sandra Pancrazi, Elaine Strinie, Stephanie Weintraub

**Call to Order 9:43**

**Open Forum**

**Frank Fazi** – Budget concerns regarding \$184K in unallocated funds. **TU** – Charlie Higham uncovered this same issue some years ago.

### Approval of Minutes

January 8, 2022 – Motion to accept, seconded. All in favor.

February 12, 2022 – Motion to accept, seconded. All in favor.

LL – Concerned with Synopsis of Egress submitted by secretary for clarification purposes. **Motion to approve synopsis as written. 8 in favor, 1 opposed.**

### REPORTS

**President Report**– none.

#### Treasurer Report (attached as part of packet)

JJ – reviewed the submitted budget report including recommendations.

JJ - Unallocated funds should be allocated.

JJ – A recommended budget review (instead of initially proposed audit) will cost \$15K-\$20K. \$10K already approved by membership for audit. **JJ – Motion for membership vote at April meeting to allocating \$20K for budget review (utilizing \$10K already voted on). 8 in favor. 1 abstention.**

**The board agrees with JJ that unallocated funds must be allocated within a reasonable time.** (Suggestions for use included beach erosion, solar panels on clubhouse, lake needs...)

LL – Suggested board approve JJ’s recommendations (p.1 of attached Treasurer’s Report.)

LL - **Motion to accept #3** - (targeted amount for replenishment of General Contingency Fund from Retained Earnings). **TU** - If erosion is going to be worked on this summer we need to act soon. **Seconded, 8 in favor. 1 opposed.**

**LL – Motion to accept #4** – (items now listed as “Contingency Funds” be moved to “Reserve Funds” leaving only General Contingency and Weather Contingency). **Seconded, 8 in favor. 1 opposed.**

**SR – Motion to accept #5** – (184,566 unallocated funds be allocated to address areas of need **(with proviso that it go before the community to be voted on)**). **Seconded, All In favor**

**JJ – #6** (no motion/vote necessary) Committee recommends that \$15,239 in reserve funds for chipper (unlikely to need replacing) be reduced to \$5,000 to cover, if necessary, parts. Remaining \$10,239 be reallocated

**JJ - #7** Committee recommends that at year’s end any retained earnings be used to restore General Contingency Fund to targeted amount, and remaining balance go toward reduction in membership dues in next budget.

**TU - #8** A review of estimated cost and schedule for clubhouse roof repair/replacement take place at future board meeting.

**LL – Motion that the finance committee look again at policies as to how to reallocate funds and bring their evaluation to the board.** **Seconded, 8 in favor. 1 abstention.**

Agreement that there should be a separate meeting to discuss what happens with unallocated funds.

**Budget questions:** **JJ, TS, TU** – Questions about FICA increase. **CB** – will check and get back to the board. **TS** – no budget for erosion? **CB** – Does not yet have necessary information on erosion control costs. **TU** – Pickle Ball amount is much lower than initially proposed? **SR** – recent discussion indicating it will cost approximately \$20K - \$30K. **TU** – Lake plant inventory mapping costs? **CB** – no bill has come in yet. **TU** – lake mapping will now be done yearly - that line needs to be looked at. **LL** – The same is true of Forest committee needs.

#### Operations Manager Report (attached)

**TU** – Item 1 on report – Telephone Service - we should base next years’ budget on what we find this year.

**TU** – Discussed different options for Wildwoods trucks. Management to determine needs.

#### Forest Committee Report

**LL** - detailed report of how the Woodland Enhancement Plan is going.

#### Strategic Planning Committee Report

**OG** - Update on what the committee has accomplished and presented a survey questionnaire that was approved by the BOD to be sent out to the community. (Hard copies will be made available.)

#### District Representative Reports

**SC - District 2** – suggestion to explore fire-fighting in that district’s area given lack of water availability.

(No other districts reporting.)

#### Old Business

**Boat Limit on Beaches** – **Postponed for future meeting.** **LL** request to pull up information from 2020 discussion in 2020.

#### New Business

Ad Hoc Beach Safety Committee still needed – Motion to remove from agenda now that Covid is less of a threat. Seconded. All in favor.

**Pickle Ball** – OG asked whether she remembered correctly that the board had agreed that the Strategic Planning Committee will bring findings of Pickle/Tennis Ball sub-committee to the BoD as part of a final SPC report. All but Stan affirmed that to be the case.

Lise LeTellier resigned as District 1 Rep. Thanked by all for outstanding service!

District 1 Rep. Appointment – Motion to appoint Michael Clark temporary District 1 Representative. Seconded. All approved.

Ice Fishing Rule Addition – Postponed.

Property Management Committee re-establishment – TU - Motion to reinstate Property Management Committee as standing committee within our by-laws to be voted on by membership at August meeting. Seconded. All in favor.

Spring Annual Meeting/Pot Luck Supper/Newsletter –TU - Motion that the spring annual meeting be held hybrid – clubhouse and zoom. All in favor.

Due to Spring Member meeting conflict with holydays, meeting moved from April 10<sup>th</sup> to 1:00 May 1<sup>st</sup>. In absence of Stan, Teresa will run spring membership meeting.

Motion to cancel spring pot luck dinner, Seconded. All in favor.

TU - Motion to lift the mask mandate in the club house unless state recommendations prohibit that. Seconded. 7 in favor, 2 opposed.

Staff Salaries - Motion to establish a compensation pool as the form of compensation in lieu of cost of living increase. The compensation pool will provide an option for percentage increases and/or bonuses. Seconded. 6 in favor, 3 abstentions.

Correspondence - none

**Open Forum**

**Ginny** – explained why/how the compensation pool decisions were made in the past (based on needing to increase salaries at a time when they were low and we were unable to find employees.)

**Mark Harutunian** - Thanked the board for their time and pointed out holyday conflict with spring meeting

Motion to close meeting and enter Executive Session. Seconded. All in favor.

Motion to adjourn. All in favor.

# WPOA BOARD OF DIRECTORS

## MINUTES

May 14, 2022 - 9:30am

**Present In Clubhouse:** Charity Barger (CB), Susan Cutillo (SC), Michael Clarke (MC), Frank Fazi (FF), Joe Juhasz (JJ), Teresa Urbinati (TU), & Deborah Wagner (DW)

**Present on Zoom:** Ruth Buchanan (RB), Denis Dilallo (DD), Jane Glover (JG), Allen Liberman (AL), Lise LeTellier (LL), Rex Myers (RM), Tom Post (TP), Doreen Oshinskie (DO), Matthew Scharff (MS), Terry Seltzer (TS), Ruth Sininsky (RS), & Anne Stone (AS)

### Open Forum

Allen Liberman questioned the unallocated cash disbursement and had questions about the proposed 2023 budget.

### Approval of Minutes

- March 12, 2022 – Motion to approve minutes (PASSED – 7 Yes / 1 Abstain)

### Reports

- President – Teresa reviewed the Spring Meeting vote briefly and wanted to make sure that each BOD member was given the chance to speak once and go around giving everyone a chance, before anyone would be given a second chance to speak.
- Treasurer – See attached report. The financial activity year to date report will be presented at each BOD meeting. The member's report will not have detailed transactions, but will be available for any members to view if they'd like to. Grants should be accounted for separately. These will be on a separate line item in the future. Terry commented that if the unallocated cash was applied to offset the increase of dues each year, it would be good, but once these funds run out, there would be a big increase. Teresa mentioned that money from the Compensation Pool in the 2022 Budget to offset the 5.9% COLA increase that was not originally budgeted for.
- Operations Manager – See attached report. Charity to research why only \$26,579 has been collected from the special assessment.

The Beach Erosion Plan was discussed, but will not be voted on until the NOI is approved for work. It was discussed who would be hired for the excavating work and if bids need to be put out for the work to be done. It was decided that 3 bids need to be acquired for any large projects, but that small projects like this one do not require 3 bids. The BOD voted to hire Bill Magni (7 Yes / 1 No) to do the excavation work for an estimated cost of \$2,100.

- District Representatives

District 1 – Member question: Why is Main Beach dock the only one in the water?

District 2 – Nothing

District 3 – Member concern about the poor condition of roads.

District 4 – Nothing

District 5 – Nothing

District 6 – Member concern about unallocated cash use. Member requesting a fenced in dog area. (Only one request for this in the Strategic Planning Committee’s survey.)

- Committees

Beach Erosion Ad Hoc Committee - See attached report. Vote for the beach erosion plan was delayed until the NOI is approved. Motion to hire Bill Magni to do excavation work on beaches to prevent erosion. (PASSED - 7 Yes / 1 No) Estimated time frame is 2-3 days at \$700 per day. Work will commence in the Fall.

Building Review Committee - See attached report.

## **New Business**

- Answering Service - Need to research about adding an option for members to leave a recorded message if not an emergency.
- Appointment of Clerk / Resident Agent with State of MA for Wildwood - Motion to appoint Charity Barger as resident agent (PASSED - 8 Yes).
- Appointment of President & any other empty BOD positions - Motion to appoint Teresa Urbinati as President (PASSED – 7 Yes / 1 Abstain) and Susan Cutillo as Vice President (PASSED – 7 Yes / 1 Abstain). They will serve until the August Annual Meeting; at which time they can choose to run for their appointed position OR run for the position they left on the Board. Since Susan Cutillo was nominated as VP, District 2 rep position is now open. An email will be sent out to District 2 members looking for a volunteer to serve until the August Annual meeting.
- By-Law Committee - Needed to review the By-Laws for spelling / grammatical errors only. Motion to establish an ad hoc By-Law Committee (PASSED – 8 Yes). An email will go out for volunteers.
- Clubhouse Furniture Status - No update. Suggestion to move to Clubhouse Upgrades / Property Management Committee if reinstated in the Fall.
- In-Person Meetings - BOD members should meet in person whenever possible; however, BOD members may continue to meet, vote & fully participate in meetings via Zoom per By-Law Article VI.
- Otter Pond Fishing Ban for 2022 Season - The Pond Committee's recommendation is to allow catch & release in Otter Pond. Motion to allow catch & release in Otter Pond starting August 1, 2022. (PASSED – 7 Yes)
- Pond Management Committee Requesting Additional Funds for 2022 - Plant survey results in 2021 were taken in the Fall, and may not have been an accurate representation. There is a need to look for cyanobacteria which can release toxins into the water. Water testing will be done every 2 weeks to test for increased algae growth. Motion to approve total expenditures of \$6,798 (\$1,500 for extra water testing, \$3,200 for Plant Survey &

\$2,098 for Reporting Results) Passed (Vote: 8 Yes) Money to cover this will be taken from current Plant Survey Reserve funds (\$2,064), Bathymetric Mapping Reserve funds (\$1,900), and the remainder will be taken from Otter Pond Preservation Reserve funds (\$945) and Cranberry Pond Preservation Reserve funds (\$1,889). (PASSED - 8 Yes)

- Standing Committees BOD Liaisons appointed:

  - Forest Management Committee: Teresa Urbinati

  - Personnel Committee: Teresa Urbinati

  - Security Management Committee - Michael Clarke

- Upgrades from Clubhouse Renovation Committee - Recommendation to wait for the SPC's report. Need a holistic view of everything that needs to be done. This may go to the Property Management Committee if reinstated in the Fall.

- Insurance Review - Waiting to get a price for increasing building limits before BOD will vote to approve or not. Will be voted on at the next BOD meeting in June 2022.

### **Open Forum**

- Denis Dilallo talked about setting certain protocols in place with answering service in reflection of his recent experience regarding a Wildwood delivery and not being able to contact anyone to sign for it.
- Frank Fazi would like to see the details of where Reserve & Contingency funds are spent in the financial activity report.
- Jane Glover asked for the exact amount spent on hiring First Service Residential as Wildwood's Management Company.
- Tom Post was concerned about the amount collected for the back gate.

### **Executive Session**

### **Adjournment**

## **WPOA BOARD OF DIRECTORS**

### **Minutes**

**June 11, 2022 - 9:30am**

**Board Members Present:** Michael Clark, Susan Cutillo(SC), Ora Gladstone(OG), Joe Juhasz(JJ), Doreen Oshinskie, Terry Seltzer, Ruth Sininsky(RS), Teresa Urbinati(TU)

**Operations Manager:** Charity Barger(CB),

**Community:** Susan Chan, David Stone, Robert Sullivan, Ruth Buchanan

#### **Call to Order – 9:33**

#### **Quorum Established**

#### **Opening Comments**

President – **TU** Acknowledged Charity's preparation of Board Packets that help facilitate the BoD Meetings. TU hoping to develop common language for the meetings.

She has invited Al Lenge to next BoD Meeting to discuss Executive Sessions.

#### **Additions to the Agenda - None**

#### **Open Forum**

Robert Sullivan – Does not want to see swim areas roped off.

#### **Approval of Minutes - May 14, 2022 – JJ-Motion to Approve MC-Seconded. All Approved**

#### **Reports**

**President-TU** Based on Robert's Rules of Order, and in light of recent abstentions, wants to encourage BoD members to vote. It is the duty of BoD members to do so. If they abstain they should explain why.

**Treasurer-JJ Report Attached.** Grants will be reported separately, special assessments will be broken out. Will list delinquent dues separately. **TS**-appreciates **JJ's** new format. Makes it much easier to read and understand.

**Operations Manager-CB Report Attached** Awning for clubhouse was not included in report. She is moving forward on getting quotes. **OG**-appreciates thoroughness of CB's Manager reports.

#### **District Representatives -**

**DW** – Question member had about having a dishwasher in member's house. Member was advised not to install.

#### **Committees**

**Strategic Planning Committee**-Final report will be coming to the BoD for review prior to meeting to review the final Strategic Planning Committee report on 6/25.

## **Old Business**

**Insurance Review—CB Attached. TU-do we want to raise our coverage amounts? TU-Motion to accept the new values. Seconded. All in favor.**

## **New Business**

**Appointment of District 2 Rep-TU David Stone has volunteered. Owns on Fox Den. Family has been at WW for 43 years. OG-Motion to approve David Stone. Seconded. All in favor.**

**Operations Manager Salary Review-TU-History of issue Attached. TU-Motion to increase Property Manager Position Salary as presented. OG-Seconded. All Approved.**

Increase to begin as of end of last paycheck.

**JJ-does not see 2% overrun coming into play to cover the raise. We should approve the proposal and we will stay within the 1.5% stipulated in the bi-laws.**

## **2023 Budget-JJ Attached.**

Finance Committee meeting will take place a week before the board meeting.

**TU-A small amount has been allocated to cover 40 hours of an additional office worker during the year. This may need to be increased in the future. JJ will meet with Charity to determine best use of additional employee as stipulated in the report.**

**The discussion of how to best use and additional/seasonal staff person will be continued.**

**MC-Questioning Tennis/PickleBall courts amount of \$20,000. TU-we will wait until the SPC report to see where there are at with a Tennis/PickleBall proposal.**

**JJ-BoD should decide on yearly consistent amount to keep in General Contingency Fund.**

Conversation raised about how to fund pond expenses, whether as a whole (Cranberry and Otter together) or separately (raised because of current concern with leeches in Otter).

**TU- as with ongoing conversations about pond needs and costs, we should use the newsletter to present budget and other areas which are in process and not yet resolved.**

## **Annual Meeting Planning-TU**

Agenda to include votes on:

Two bi-law changes: 1) new name of security committee, 2) bringing back property maintenance committee)

Annual Budget

**JJ suggested that it would be good to include equipment review. TU-good to review when past major maintenance/building was completed.**

**TS-last years' meeting worked well in the tent. Recommends doing that again. An awning will extend out from the clubhouse.**

**Family Fun Weekend-CB-Report Attached.** Activities are set. Will be looking for volunteers.

**Greeters & Safety Issues-CB-Report Attached.** Speeding is a big issue. Many opinions and suggestions were offered.

**TU-statistics and more information will be looked at and reported on at the next BoD meeting and the Security Committee will be asked to weigh in.**

**TS questioned appropriateness of having a 14-year-old as a greeter. Is there a safety concern?**

**CB-hard to find seasonal workers.**

**CB-one of the greeters insists on stopping delivery trucks. BoD affirms there is no need for greeters to stop trucks and the greeter should stop doing that.**



**Ropes designating swim area at Fox Den, Lakeside & Meadow Beach -CB-Report attached.**  
Board agreed not to add ropes to delineate swim areas.

**Correspondence**

**CB-Anne Fazi** very appreciative of the new ramp into Cranberry Pond. Others have also expressed appreciation.

**Open Forum**

**Robert Sullivan** – thanked the BoD for the decision not to add additional ropes to lake.

**Motion to Adjourn. Seconded. All Approved.**

**Executive Session**

**Motion to Adjourn Executive Session – All Approved**

**12:08 Motion to Adjourn BoD meeting – All Approved**

# WPOA BOARD OF DIRECTORS

## Minutes

July 9, 2022 - 9:30am

**Board Members Present:** Michael Clarke(MC), Susan Cutillo(SC), Ora Gladstone(OG), Joe Juhasz(JJ), Terry Seltzer, Ruth Sininsky(RS), David Stone(DS), Teresa Urbinati(TU), Deborah Wagner(DW)

OG Proxy for DO

**Community Members:** Ginny Austin, David Bornstein, Ruth Buchanan, Lisa Corn, Al Lenge, Ron Michonski, Kollol Pal, Tom Post, Jill Serin

### Call to Order

Quorum established

### Additions to the Agenda

Delineating borders around Otter Pond

### Open Forum

**Ruth Buchanan** – People are behaving badly (littering, non-compliance with rules) and must get back to better behavior.

**Approval of Minutes June 11, 2022 – Motion to Approve 9 in favor 1 abstention.**

### Reports

#### **President – Building Review Request**

Committee will set meeting with Town of Tolland to explore the WPOA having an independent designation.

#### **Treasurer – JJ – Report Attached**

**TS** - Given the \$46K deficit indicated and upcoming high costs, will we likely run out of money?  
**JJ**- We may be close but should be OK. **CB** – Two WW lots have been bought by Bill Magni resulting in an addition \$4,500. **TU and JJ** identified other areas of likely savings.

#### **Operations Manager – CB – Report Attached**

Highlights: 1) Costs for awnings and flashing for Clubhouse (included on attachment.) Jay can create a stop-gap solution or the flashing/leaking problem. **DW** – additional funds, beyond the \$1,500 originally budgeted, needs to be set aside for awning.

2) Two vastly different quotes came in for paving from Palmer Paving and Warner Bros.

**OG – Motion to approve Warner Brother., LLC contract and an additional \$2,000 if needed for grading office parking lot. DS-seconded. – All in favor**

3) Roads signs will clarify “one-way” roads and “no exit” and should arrive soon.

4) **TU – Mailboxes.** Granville Postmaster will not allow our current situation to continue. **TS –** David LeTellier had a design for the mailboxes a number of years ago. **DW –** what is Postmasters issue with mailboxes on both sides of Beaver? **TU –** Too confusing for mail people. **CB** will check with David LeTellier and work with the Post Master on solutions.

5) **CB – Employees clocking in and out.** Found a free app. which enables employees to clock in and out.

6) **TU – Back gate transponders** Each household will get 2 transponders. Will additional transponders be able to be bought? **Tom Post** - that was part of the back gate plan.

### **District Representatives**

**MC – District #1 –** New agenda item for next meeting to discuss rental fee for events on main beach and the nominal fee for Club House rental.

**TS – District #5 -** Complaint about trees blocking view and Right Of Way not being cleared.

**RS –** All District Reps should contact their members and remind them to send inquiries and concerns to their District Rep. if they have any issue.

**TU –** Summer district meetings have not been taking place and should start again (doubling up on Districts so that 1&2, 3&4, 5&6 meet.)

### **Committees**

**Nominating – Lisa Corn –** presented 2002 slate.

**President: Teresa Urbinati**

**VP: Susan Cutillo**

**Secretary: Sarah Speirs**

**District 1 Representative: Michael Clarke**

**District 2 Representative: David Stone**

**District 5 Representative: Andrew Corn**

**TU – Motion to accept the slate. David Stone seconded. Lisa -** it was difficult finding candidates but those running are into being on the board. **All in favor.**

**Ponds Preservation – Kolol Pal – Update attached.** Full report toward end of summer.

**TU – Motion to enter “Committee As A Whole”** to enable Al Lenge to present. **All agreed.**

**Al Lenge – Invited to start conversation about more openness of board meeting/restrictions on use of Exec Session.** “Openness in government promotes trust. Closeness promotes distrust.”

**TU –** invited Al to encourage that the BOD to change the bylaws to align with “MA Open Meeting Laws”. **DW –** over past 2 years our Executive Sessions have been used to discuss members/issues that needed to be kept in Exec. Session. **TU –** there have been issues that she feels did not require Exec. Session. **OG –** Proposed forming a small committee to meet with Al Lenge and come back to the BOD with a proposal. **TU – Motion to have Al Lenge chair said committee, appoint Board Liaison and put a call out to the community for members interested in working on the issue. All in favor.**

## **Old Business**

**2023 Final Proposed Budget – JJ** – having a hard time finding a firm to do the budgeted Financial Review which may cause a delay in when the review will be completed.

**TU** – When printing budget in newsletter prior to Member’s Meeting, a YTD column should replace “Actual” on currently presented Budget. **TU and JJ** – Funds added at this meeting to the Budget. \$7,500 – additional office staff. \$2,000 added for fuel.

**JJ- Motion to Approve Official Final Budget as adjusted (addition of approximate \$8,800 to be taken from unallocated funds.) OG-Seconded. Board needs to set a target that’s always included in the General Contingency Fund for end of year. All approved.**

## **New Business**

**Comcast Sign Up / Phone Upgrade – CB** – attached. **OG** – Motion to approve CB’s recommendations as presented in packet. All approved.

**Dogs on Beaches (Definition) – TU** – in 8/17 wording was changed to restrict dogs accessing water via ROWs... Charity will include that wording in the newsletter. If there are multiple, regular dog restriction infractions we can look at that. Data will be monitored.

**Road Repair Plan – 2022 Review of Roads presented (available in office). TU** – we need Jay and Mark to provide timeline for when work on top priorities will start. **OG** – suggested all roads be evaluated/listed based on 5-point scale from “1” most in need attention to “5” least in need of repair.

**Delineating property lines around Otter Pond – TU- Motion for Charity to research cost for surveying portion of Otter Pond Properties. SC-seconded. (TS-surveying may be expensive. CB-in some cases pins are missing so it’s important). 9 in favor, 1 opposed.**

## **Correspondence**

**CB** – will respond based on BOD conversation. No changes will result as a result of correspondence received.

## **Disposition of Open Forum Items – None needed**

### **Open Forum**

**Tom Post** – If mailboxes were set up by address would that make the different to the Postmaster?

When office parking lot is repaved the orientation needs to be changed and handicapped spots can be better positioned. Make sure material being used is 3” compacted. CB will speak to paving company on Tom’s suggestions.

**Ginny Austin** – 1) where the postmaster is considering putting the mailboxes is not WW property. If that’s the case, are there other locations (not WW property) that could be considered? 2) when groups use or rent WW properties (beach/clubhouse) they still remain open to members.

**Ruth Buchanan** – Did strategic plan talk about the lots near the entrance. **OG** – no.

**Motion to exit Executive Session. All Approved.**

**12:30 Motion to end meeting. All approved.**

**WPOA BOARD OF DIRECTORS**

August 8, 2022 - 7:00pm

**Board Present:** Teresa Urbinati (TU) Susan Cutillo (SC), Joseph Juhasz (JJ),Doreen Oshinskie (DO), Terry Seltzer (TS), Ruth Sininsky (RS), Deborah Wagner (DW), David Stone (DS), Michael Clarke (MC).

**Community Present:** Ruth Buchanan, Michael Purdy, Sarah Todd, Doris Shandell, Mark Harutunian, Josh Bain, Al Lenge, Tom Post, Tammy Rynn and Charity Barger.

Meeting Called to Order - 7:00PM

Quorum - established

Opening Comments - No opening comments

No Additions to the Agenda

**Item/ Issue**

**Action/Motion**

<p><b><u>NEW BUSINESS</u></b>  <b><u>New Mailboxes</u></b> - Charity noted a uniform mailbox system is being requested by the postmaster. we currently have:  162 mailboxes, 235 houses, 59 are full-time.  Suggestion: get boxes for all and see how that goes. Make it uniform or everyone gets a PO Box. The Postmaster made it clear that they will NOT continue with this disorderly system. Terry Moved that we take the "SHOEBOX -sized box as recommendation made by the postmaster. 2nded by David. Joe said that residents should have the ability to have a mail box.  THOUGHT: Simply communicate and ask the membership: do you want a box here or go and get your PO Box in Granville?  Also: communicate that your CURRENT mailbox will need to be removed. If you don't have a current mailbox you CAN add a box in the future.  Board Votes: No opposition in the votes, no abstentions. we will communicate, and have a sign up at the membership meeting. Michael Clarke does object as he didn't think we had enough time to research it. Charity noted that this is the best option - there was NO metal box available as Michael asked about.</p>	<p>Communicate to membership and offer a sign up at the August membership meeting. There is no metal mailbox that meets the requirements. \$32 each. Letter to membership should include a date for the removal of current box.</p> <p>Deb: can the mailbox support work begin to be arranged so that the Postmaster knows we are moving forward? There will be NO GAPS between the boxes but labels can be moved as necessary. Boxes CAN be added in the future.</p>
<p><b><u>Wildwood Common Property around Otter Pond</u></b></p>	<p>NEW MOTION: Go forward with a letter that</p>

<p>At the last meeting, the Board voted to get an estimate for survey around some of the properties around Otter Pond.  The homeowner's property stops and becomes WPOA common property before the pond water. Some members have been using this property. WW must file for any work that is done close to the water. There would be a citation made against WPOA for not following the conservation regulations. Homeowners can still walk over the property to use the pond but cannot leave chairs and such on this land strip.  CHARITY has 1 estimate of \$4,500 dollars to survey this area that includes 10 properties. Charity has found 10-year old letters handling this issue. One homeowner has pins from a survey and this individual didn't believe that WW should be spending the money to survey.  RUTH: we tend to communicate individually with homeowners one-on one if any issues exist. JOE: the letter must be strongly worded to get this message across. TERESA: if homeowners need guidance for locating this property line, we would be happy to help.  SUSAN: Living in this area I see people even this past week mowing and putting down white rocks and chairs in this community area. DEB: the letter needs to be very clear as to the legal risk that WW is in. MICHAEL: two of the properties have been violating this for 8-10 years. We haven't done anything strong enough in the past at Otter Pond Trail.</p>	<p>addresses the property demarcation, and provide an option to help owners find their pins. Nothing personal can stand on the property, no mowing and no continuing to use this common property it as their personal land. No opposed, no abstained.  Motion carried.</p>
<p><b><u>Wagon Wheel lights in Clubhouse - Replacement Options</u></b></p>	<p>Charity will look for the best light option at the best price.  Board members weighed on the side of getting the fixtures that provided the brightest light for the best price.</p>
<p><b><u>Disposition of Open Forum Items</u></b>  <b>Ruth B:</b> Otter Pond- History of why WW owns the property close to the pond. Jack G wanted all to be able to access the pond. Since 1973 I've seen folks using this property. Bill McKay would talk to people.  <b>Tom Post:</b> Street Signs are in, the one-way signs are also in. Rear gate: "we're waiting for the power company."  <b>Mark H:</b> It was my situation that got the mail box conversation going. As for Otter Pond: I suggest that we take photographs of how it looks NOW so we can document time/date as to how Otter Pond looks!</p>	

Vote to go into Executive Session: No opposition/abstentions for the executive session.

at 7:53 Executive Session: Violation/Legal Issue

MOTION TO COME OUT OF Executive Session at 8:21

Motion to adjourn the meeting at 8:21PM

**Wildwood Property Owners Association**

**Meeting September 10, 2022**

In attendance: Teresa Urbanati, Joseph Juhasz, Susan Cutillo, Sara Speirs, Doreen Oshinskie, Deborah Wagner, Ruth Sininsky, and David Stone. Underlined are on zoom.

Absent: Andrew Corn and Michael Clarke

<p>President’s Comments</p>          <p>OPEN FORUM - No members spoke</p>	<p>Teresa opened the meeting and noted that traditionally this is an orientation focused meeting. TU highlighted the contents of the board binders noting the importance of having these documents on hand at each meeting.</p>
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<p>Minutes</p> <p>July 9, 2022 approved unanimously</p> <p>August 8th minutes approved unanimously</p>	
<p>Orientation - Notebooks-</p> <p>Conflict of interest, Parliamentary Procedures, By Laws, procedures, Rules and Regulations,</p>	<p>Board members are encouraged to bring the binder to WPOA meetings</p> <p>Board: see Charity if you don't have the binder or need updates elements.</p>
<p>-Conflict of Interest - you disclose your connection.</p> <p>-Rules of Conflict - you base your decisions on the facts, you make decisions on the best interest of Wildwood keeping personal interest out of the decision.</p> <p>Personal opinions are kept separate from those of the board.</p>	
<p><b>Chapter 180 governs us.</b></p> <p>Teresa read/reviewed this to the board.</p>	<p>We can rely on the opinions of committees and lawyers if we feel they have competence. However, if you have knowledge to presented information we must present it. We act in good faith... We shall not be liable if we act in good faith.</p>
<p><b>Proxy:</b> Quorum is 6 members - proxy? where is this found that you can give another member your proxy.</p>	<p>We won't do proxies at a meeting until someone can find a note of this.</p>
<p><b>Abstentions</b> should be used rarely and the reason should be given. We should be voting, making a decision.</p>	<p>Board members are expected to vote, make a decision unless you have a conflict of interest or were absent.</p>
<p>Whatever was approved last August is our charge.</p>	



**Joe: Finance Report**

- Can't find a firm to do a review this year.
- Code numbers will be devised for expenditures.
- Have a number of people involved in the reconciliation review... a couple of people do that on a monthly/regular basis. Charity is on board with that.
- Operating within the budget except for 2 areas:
  - fuel and propane are slightly above
  - Charity's salary, that will show an overage
- Review was to come from unallocated funds.
- Need to find a firm to do our review.
- Notes from every finance meeting will be shared with everyone.

**Discussion:** We have an accountant that does our taxes, they are in Vermont. Charity says: this person looks things over to ensure things are in the proper areas.

**Charity's Report:** Operations Manager

Back Gate not working yet, waiting for a "house number" (or a physical address) so the electric company will return and finish the job, get the transponders up and running.

Bylaw changes have been put in and the volunteers are checking and then Charity will send it to the attorney for final review.

DUMPSTER: we are in good standing. we have funds to cover.

Internet: 2 weeks ago I was told it was in the works: half of WW is wired

MAILBOXES: In the process of calling members ... 150 members already requested their box.

E. Otter Culverts- 8 trees need to come down before that starts. Getting tree quotes currently.

STREET SIGNS: the one way signs are NOT double sided and they are 36 by 24" wide. They should be in this week. The signs will go up several at a time.

Drinking WATER SAMPLES are still being taken. The week of the 18th is the last

<p>testing for the lake.</p>	
<p><b>David Stone:</b> Director Report #2. Comment regarding former police chief thought a comment was taken out of content: if the gate would not open during an emergency that Ed Deming would drive through the gate. Ed’s concern is that this would ONLY been in the case of an emergency. Charity: this comments were in last year’s annual meeting.</p> <p>Send a correction to members from that meeting. Two comments regarded fires at WW. Drought in relation to fires. Member was concerned that WW didn’t have any rules concerning firepits other than the town’s rules.</p> <ul style="list-style-type: none"> <li>- USE of CAMP FIRES on the beach in district #2. Member lives next to this beach. A member had a fire (with permit) each week and the smoke goes to the member’s home. Please review the location of the fire.</li> </ul> <p><b>Ruth Sininsky:</b> mentioned the speed bumps and do they affect emergency response? No.</p> <p><b>Doreen Oshinskie:</b> District #4 A member asked if we could make a recycling waste can part of our beach area refuse abilities. Answer: The recycling is part of the strategic plan: they will address this.</p> <p><b>Deborah Wagner:</b> District #6 the dirt area where the greeter parks be reseeded, ask of street sign installation, greeter site location, speed bump at Meadow was noisy, swans are not deterring</p> <p>Could we expand the boat policy to inflatable? Charity</p> <p>Clear cutting/ beavers / speeding /</p> <p>I’d like to recognize Joanne Fletcher has been in Wildwood for 55 years and has contributed greatly.</p>	<p>Teresa noted the history of districts combining 2 districts at a time. We’ll look at combining districts for “joint meetings” and perhaps invite members to attend any</p>
<p><b>Set Up for Mail Boxes</b> 418 feet on the right hand side (tennis court side)</p> <p>PO says they could be double-stacked.</p> <p>two options 1) single stack as proposed or a double stacked</p> <p>2) will mail boxes be on one or both sides of the street.</p>	<p>Approved with the ordering of 40 extra boxes for future use.</p>
<p>WPOA Strategic Plan</p> <ul style="list-style-type: none"> <li>● Needs formal review/acceptance by BOD.</li> <li>● Set goals for coming year</li> <li>● Review data for 2022</li> </ul> <p>The board must set up strategic committees.</p> <p>The board needs a formal meeting/workshop to review and accept this but to</p>	<p>Teresa will supply BOD with a template asking board members to review and make comment a week prior to this workshop meeting. Our yearly goals will come from this Strategic Plan.</p> <p><b>Board will meet October 9th at 9:30am</b></p>

<p>have our due diligence prepared ahead of that workshop.</p>	
<p><b>New Business:</b></p> <p>Electrical Upgrades - 5 electricians contacted only 2 showed up. Down to 1 company. \$200 and 150 off the smaller fixtures.</p> <p>Motion to approve the Clubhouse light installation.</p> <p>Deborah suggested that we offer the old lights to an auctioneer.</p> <p>Unanimously approved the vote to install new lights.</p>	
<p><b>Fees for Clubhouse Use/ Beach Parties</b></p> <p>Teresa would like some data. CB: we've had about 10</p>	<p>Planning Committee could review (social recreational committee) should review fees.</p>
<p><b>General Contingency Target.</b> Joe said we should set it at \$30,000.</p> <p>TU: this needs to be brought up to the membership. JJ: this could be our target. We are at 25.8 now. JJ: we are planning to spend all of it.</p> <p>Every year we've had retained earnings: money that wasn't spent... but there should be a certain amount for contingencies (storm damage, etc). There should be a target says Joe.</p>	
<p><b>Lot with Lien Purchase</b> (2 lots with Liens)</p> <p><b>17 View Drive</b> - they wanted to buy adjoining lot. No payment since 2005- has NEVER paid any dues. They want to pay the last two years' fees. The attorney fees would be roughly \$500. We don't know if they paid their back taxes. Charity says there is no town lien due to unpaid taxes.</p> <p>Susan: Motion to deny both requests. the Pelletier's and the Blakeley's.</p> <p>Deborah seconded the motion. 6 to 1 the motion carries.</p> <p>TU: Can we get a lawyer's opinion on this and put this on another agenda?</p>	
<p><b>ROW on Private Property</b> The Wells property (394 Meadow Drive)</p>	

<p>Asking for them to be “held harmless” or post no trespassing signs.</p> <p>MOTION: Determine who the property belongs to and if the Well’s own the property that can mark the property as private.</p> <p>unanimously approved.</p>	
<p><b>Transient Boat Stickers.</b> the TB stickers no longer exist in the office. Only 9 TB are registered this year.</p> <p>MOTION: Susan: For the 2023 boating season, notification goes out to the current nine. TB sticker owners that they designate a pond and get the proper sticker. Unanimously approved.</p>	
<p><b>Transponders for Back Gate</b> - each household receives 2 transponders.</p> <p>Can they purchase extras, and if so, what is the limit?</p> <p>Cost \$35 per.</p> <p>MOTION: Two transponders per household, can buy up to 2 additional that match the registered car stickers on record at Wildwood.</p> <p>Unanimously approved.</p>	<p>Charity could indicate the option on the November registration forms that members can elect to purchase an extra transponder.</p>
<p><b>Correspondence</b> - One item from Charity:</p> <p>Damage to roads during a member’s construction. “How is damage to a road - during a member’s home construction - evaluated?</p> <p>TU: it has happened in the past that these concerns have been reviewed.</p> <p>\$300 fine is a very small amount considering the damage - it won’t cover much!</p> <p>QUESTION: how does the board manage this? We consult our property management specialist employee and review the damage.</p> <p>Member wanted a non-adjointing lot without a fee. TU said make your proposal to the board.</p>	
<p><b>OPEN FORUM</b></p>	

<p>Frank Fazi - First is to positively commend Charity for acting quickly to put a lien on that property.</p> <p>Secondly, BUDGET: a revised budget document in the newsletter that's posted online and the numbers don't agree. Online is all I have access to. The reserve items \$397,000 versus \$311,000 amount.</p> <p>Third: Board to make clear to standing committees that they need to post that the meetings are happening and post minutes for members.</p> <p>FOURTH: Read the bylaws and the cost control by law and understand and come to an agreement. One was over-time</p> <p>MOTION TO GO INTO <b>EXECUTIVE SESSION</b>: Unanimously approved Adjournment at 12:52PM - Motion to Adjourn:</p>	
<p>Adjournment at 12:52PM - Motion to Adjourn:</p>	

## WPOA BOARD OF DIRECTORS

October 9, 2022 - 9:30am

### Call to Order

### Establish a Quorum - 8 members present

- Zoom: Susan Cutillo (SC); Joe Juhasz (JJ); J Klunder (JK)
- Present in Clubhouse: Ruth Sininsky (RS); David Stone (DS); Deborah Wagner (DW); Theresa Urbinati (TU); Charity Barger (CB); Tom Post (TP); Doreen Oshinski (DO); Stephanie Weintraub (SW); Michael Clarke (MC)

### Opening Comments

### Open Forum

- Letter from community members (TC)
- Lise LeTellier
  - Applauded the SPC for their work
  - Environmentalism - may be better named Sustainability
- Alan Lieberman
  - Seems that the plan does not address emergency services or
  - Can we consider using the Town Safety complex for Annual Meetings
- Martin Kulig
  - Purpose of the committee was to determine short and long term needs of Wildwood, should be a living document. Critically important to improve management processes to support the long term vision.
- Gratitude for the “at large members” who can provide us the history (DO) ● Put a person in place that is considered the “historian” (DW)
- Ongoing work to document and objectively define how we make decisions

### Reports - none to report

### New Business - Approval of Strategic Plan

- Mission Statement - All members support as written
- Governance
  - VP as Committee Liaison - Members in agreement: MC; DS; RS; DO; SS; DW; JJ; SC; TC
  - Template: Proposal from Member to District Rep - Members in agreement: MC; DS; RS; DO; DW; SS; JJ; SC; TC
  - Template: Committee Proposal to the Board - Members in agreement: TC; SS; JJ; SC; DW; DO; RS; DS; MC
  - Template: Quarterly Committee Progress Report - each committee to establish their timing need quarterly, biannual, triannual, one due for spring newsletter and one due before summer newsletter - Members in agreement: MC; RS; DO; MC; DW; TC

o Board Meeting Schedule moved to monthly

■ Current schedule: 7 board meetings scheduled; 2 annual meetings (Spring/Summer)

■ Keep the schedule and find as add in as needed on a weeknight: Members in agreement: TC; SS; JJ; SC; RS; DO; DS; MC

■ Members in disagreement: DW

● BOD/Management

o Board implementing an annual planning process: Members in agreement SS; TC; MC; RS, DS; DW; JJ; SC

o More efficient board meeting: we're working on it

o Determine ongoing management structure - that is owned by the Exec Ops Committee

o Fiscal Responsibility - co-owned by Finance and BOD

o Board Liaison responsibilities - DS; DW; TC; MC; RS; DO; SC; JJ

o Drafting annual calendar - established in January by BOD

● Technology and Automation Committee

o Members in agreement with charter - DO; RS; MC; SS; TC; DW; DS; JJ; SC

● Security - ensure we cross check with the existing committee by law and ensure we are encompassing what the by-laws say

o Members in agreement with charter - DO; RS; MC; SS; TC; DW; DS; JJ; SC

● Infrastructure - this will be encompassed by the Executive and Property Maintenance

● Sports and Recreation - current Tennis and Pickleball will be encompassed in this committee -

o Members in agreement with charter - JJ; SC; DO; RS; MC; SS; TC; DW; DS

● Social/Community Relations Committee

o Members in agreement with charter - DS; DW; TC; SS; MC; RS; DO; SC; JJ

● Environmentalism (Sustainability) Committee -

o Change name to Sustainability Committee and in agreement with charter - DO; RS; MC; SS; TC; DW; DS; JJ; SC

o Ponds/Forest/Wildlife - take out wild life - leave our committees as - Members in agreement with charter -

● Strategic Planning

o Members in agreement with charter - DS; DW; TC; SS; MC; RS; DO; SC; JJ ● Property Maintenance - needs a charter (TC)

Accepted Strategic Planning Report in full with minor language tweaks

● Members in agreement: DO; RS; MC; SS; TC; DW; DS; JJ; SC

● Tasks (TC)

o Initial emphasis on Technology

o Pilot with VP role x 1 year

o Require templates used by every committee and solicit feedback from committees after a year and make changes as appropriate

o Review of all charters alongside our bylaws.

o Reach out to SPC by committee members for help on implementing the plans

#### Bulletin Board (by mailboxes) placement & new signage

- Placement agreed upon by the committee in the garden by the outgoing mailbox.

#### Letter from Member

- Charity to send out membership

#### Additional Dead Trees Found on East Otter

- There are more trees than anticipated, we had previously approved \$11,900 for the 8 trees
- Does the board believe these to qualify as an emergency?
  - No

#### Correspondence - none

#### Open Forum

- Tom - meetings every month, he believes they are important. Acknowledges things come up. Trees on the street,
- Strategic planning committee matched the by-laws matched for security.
- Stephanie - as a member of SPC, thank you to everyone who completed the survey and helped drive the process. Thank you to the entire SPC!

#### Executive Session - none

#### Adjournment

- DS motion to adjourn; RS seconds



## WPOA BOARD OF DIRECTORS MINUTES

November 5, 2022 - 9:30am

Call to Order

Attendance:

Board Members: Teresa Urbinati; Susan Cutillo (zoom); Joseph Juhasz; Sarah Speirs; Michael Clarke; David Stone; Ruth Sininsky; Andrew Corn (zoom); Deborah Wagner

Community Members: Robert Sullivan (zoom); Tom Post; Bob Pellitier (zoom); Lise LeTellier (zoom); Ginny Austin (zoom); Rex Myers (zoom); Ruth Buchanan

Establish a Quorum - establish

Opening Comments

- Address misinformation, board did not close a ROW. A member asked the board to take liability for any injuries for members transgressing their property, which was a liability which we could not take on without membership approval.
- Forest committee to go first on the agenda.

Additions to the Agenda

Open Forum

- Robert Sullivan: Adjacent lot discussion. Deborah will address. The ownership of the lots is expensive. If people are holding these lots and keeping them wooded, will there be a break.

Approval of Minutes

- September 10, 2022
- October 9, 2022

Reports

- President - None for today
- Treasurer
  - Attached budget
  - We are going to be underspent for the year including the 25K from the contingency fund to the operating budget which we will not need.
  - Funds from the settlement are going into the contingency fund
  - All funds need to be have been accounted for in their appropriate accounts
  - Mailboxes costs, the board will need to vote on where the funding will come from.
    - Post hole digging and setting cost - \$4000
    - New Mailboxes - 40 not spoken for anticipated for future use - \$120
    - Lumber and Materials - \$7000

- Labels - \$154
  - Labor of our staff
  - TU - Motion - we determine 12,200 out of general contingency for the new mailboxes, materials and digging of the mailboxes - Seconded by Andrew Corn. All in favor.
  - JJ - WW labor cost to complete the mailbox cost not be charged to the WW budget but treated as an emergency expense in the WW Budget.
    - Andrew as we pay an annual salary.
    - Charity estimated it will take 40 hours a week x 2 weeks.
  - In favor, JJ
  - Opposed, DS, DO, DW, TU, SS, MC, AC - motion denied
- Operations Manager
  - Back Gate Status – Back Gate is in operation. The gate was lowered on Wednesday, November 2nd. Transmitters are being distributed. They are coming to install the component for the gate to open to sirens.
  - By-Law Committee – By-Laws were reviewed by our attorney, and updated By-Laws are available to download on our website.
  - Electrical Upgrades – Electrician is still looking for dimmer switches, new lights are in at CT lighting and the chain has been lengthened on all. Electrician will be starting work this month.
  - High Speed Internet – Clubhouse has hooked up with high speed internet.
  - Mailboxes – Old mailboxes were removed on Wednesday making it possible for a fencing company to dig 46 post holes and set new posts this week. Maintenance will begin building the new mailbox structure on Monday. We are hoping to have the new mailboxes up by the end of next week. All mail being held will be delivered once our mailboxes are up and operational.
  - Phone System – Phone was upgraded to a VIOS (voice over internet) based phone system and options it offers has eliminated the use for an answering service.
  - Paving – East Otter Drive and the Clubhouse Parking Lot were paved last week.
  - Street Signs – All signs are now in the shop. There will be matching reflective street signs installed below each section of the new mailboxes.
  - Tree Work – All tree work that was contracted out was completed last month.
  - Bath Houses winterized
  - Beaches all picked up
  - Question from DS - what is going to happen with the old mailboxes. All have been placed over at the gravel, if you would like to retrieve your mailboxes. Charity to send out communication to that effect.
  - Can the guys fill in the sides of the road from the gate to the hill?
  - TU: Is there any reason to keep the gate open until we get the siren component installed and operational? Board is in agreement.
- District Representative
  - Michael - nothing to update
  - District 2 - nothing to update
  - District 3 - Ruth
    - Right of Way and walking in that area. To be discussed under correspondence
    - Letter from Bob Tonino
  - District 4 - ROW concerns
  - District 5 - AC - no correspondence
  - District 6 - DW - protection of WW lots and non-contiguous properties

- Committees
  - Forest Committee
    - Board received the document regarding interviewing the Forest Consultant. During the last year our previous consultant took a job at the state and no longer could perform private consulting duties. Another forester from the same firm took over, but the committee felt he was not able to fully meet our needs.
    - Need a knowledgeable forester particularly as it pertains to invasive species. Interviewed 3 candidates.
    - Committee voted on the local independent candidate. Adam Brown Shire Forestry (5 votes), New England Forestry (2 votes).
    - Motion by TU, to approve committee's selection of Adam Brown, SS seconds.
    - All in favor
  - Tom Post - Security Committee Update
    - Propose to put 2 signs up at the gate
      - Caution, Automatic Gate Closes After EACH vehicle Do Not Tailgate
      - Motion JJ to put up signs for a 1-month period until the gates are open for the season, and for the first 2 months in the next season and then evaluate response.
      - DS seconds.
      - AC, there are contractors coming in and out all the time and the signs would be prudent.
      - DW, is this going to be close enough to the road that people who don't have a transponder will have time to turn around.
      - RS, uses the back entrance, she thinks this is necessary.
      - All in favor.

## Old Business

- Nominate Committee Chairs for Property Management, Social / Community Relations & Technology / Automation Committee
  - Technology/Automation - Larry Erwich, Daniel Kwatowski-Houle, Marc Sininsky, Bill Speirs - TU nominates Bill Speirs as chair - **all in favor**; Ruth Sininsky (liaison) reach out to Lori Rhoda regarding involvement
  - Social / Community Relations: TU nominating Stephanie Weintraub as chair - **all in favor**
  - Property Management Community - Teresa Urbanati, Nick Urbanati, Ruth Buchanan, Alex Kwatowski-Houle, Joe Juhasz, Susan Cutillo (liaison) - TU nominates Rex Myers as chair - **all in favor**
- New Business
  - 2023 Calendar – WPOA Board & Annual Meeting Dates Approval
    - Need a date for an All Committee Meeting - SC and Charity to come up with a date
    - Propose to make board meetings not be on Saturday mornings.
    - If we add any meetings to any months we do not have any, we will trial them as evening meetings
    - In April/May we will discuss moving meetings earlier for the summer months.
  - Administrative Assistant Job Description
    - Personnel Committee met to update job description
      - Add "Any other duties as assigned"
      - TU proposed to accept job description. **All in favor.**

- DW - we should be looking for a very well rounded background in
  - Dam inspection Report
    - TU make a motion that we accept the recommendations of the Report, SC seconds
    - Key Findings:
      - Accumulation of winter sand prevents sheet discharge from the crest of the dam.
      - Saplings and small trees are encroaching on the toe of the embankment.
      - The corrugated metal antivortex portion of the spillway is rusting.
      - Previously Identified Deficiency Resolution or Current Condition
        - Puddle observed on the southeast end of the dam - Dry conditions – not observed - monitor during storm events
        - Trees close to the toe of the dam - Removal of trees is ongoing
        - Wet area on southeast downstream slope - Dry condition – not observed - apparent location would indicate upland drainage & not seepage
        - Area of bare or exposed earth from construction activity - Repaired
      - Recommended Remediation:
        - Studies and Analysis
          - Create a maintenance manual
          - Have H&H analysis
        - Maintenance
          - Mow/cut regularly
          - Saplings at bank remediated
          - Regrade and seed side of road by dam
          - Corrugated metal treatment
      - Charity to add scheduled maintenance to the annual calendar
        - Property management committee and EO committee charges to further breakout schedule to be more specific as needed for seasons.
      - Dam inspection schedule is every 10 years - Follow up with Pond Committee to receive any feedback.
      - Motion by TU - Accept recommendation of the report and take any actions to remediate as per the report. **All in favor.**
- Erosion Control
  - NOI sent to town, came back and reported that they require an engineering report.
  - Berkshire - quote at \$3200 for engineering report as required by the town to approve NOI.
  - Funds are approved and in the reserve budget.
- Evaluation of Road Damage after Property Owner's Project
  - We would seek input from Building Review Committee and board will revisit
  - All in agreement to move to the January 2023 agenda.
- Golf Cart Ad Hoc Committee
  - The Golf Cart Committee will come up with a list of pros & cons to allowing golf carts in the community. This will then be presented to the Board for approval, and then be introduced to the community in the April Newsletter and at the Spring Membership Meeting to be voted on at the Annual Membership Meeting in August.
  - Need to send them the new Member Proposal Form to district rep to the board.
  - Membership has voted this down in the past.

- Another concern to think about. With back gate closed, increased car traffic on Lakeside and to add golf carts to that traffic flow may be of concern.
- History of Delinquent Property Sales
  - 2 Members wanted to make a purchase of an adjacent lot, each had high back dues. They wanted to know if the board would okay with pay 2 years back dues and the rest be forgiven.
  - Precedent has been set, the board has forgiven back dues when an adjacent owner wanted to buy a lot, back as far as prior to 2005. TU purchased, the previous owner owed > 50K in back dues however they were forgiven to pay back on 2 years as that was the previously established precedent before then. This did mostly occur in executive session, so there are additional examples to this as well.
  - 2 other recent examples quoted where this precedent was continued.
  - AC - you have a non-revenue producing property in errors and we keep accounting for it so we will not get future revenue but will get a one-time boost. Opinion is that if these properties fall into the town possession it would not be in the best interest of Wildwood
  - Would anyone in the prevailing party make a motion to reopen the September vote. DS Moves to re-open the vote: SS seconds. Any further discussion to accept the 2 particular homeowners will pay back 2 years back dues. Based on the long standing precedent.
  - Amended motion to approve the previously declined 2 purchased and payment of 2 years back dues and all other back dues forgiven and put a moratorium on all future decisions - in Favor: DS, MC, DO, TU, SS, AC, JJ. Opposed: SC
  - Motion to put together the
- Protection of Wildwood Lots / Non-Adjacent Lot Fees
  - People in the community are very keen to “put land out of harm's way” and purchase vacant lots to prevent further development and preserve the land. They would like to do this and not pay the dues on those properties as they are being held for preservation.
  - Ways to conserve lots through donations to land trusts.
  - Putting land in “Conservation.” MassWoods.org which goes into land conservation options.
  - If someone bought a piece and land and conserved it as much as they could, more likely to forgive due payment.
  - This is a good topic for the Sustainability Committee
  - Robert Sullivan and Bob Tonino to develop new member forms to move forward.
- Correspondence
  - Back Gate issues:
    - Brightness of the lights are not in line with the environment of Wildwood.
    - Inconsistent with the current wildwood environment.
    - Charity and Tom discussed.
    - Charity to send to the security committee to come up with a solution.
    - When it is down it is red.
    - Will be disabled all winter and not lit.
    - Member is asking for a barrier due to lessening the impact of the light. We are currently looking at all concerns and options for remediation.
  - Stone’s Throw “ROW” property
    - This was never Wildwood's property and the owner asked that we indemnify them from any personal injury on their property as a result of people on their property or to

put up no trespassing signs. At this point we are investigating the situation in its entirety and so we can come up with the best solution.

- The one that was previously closed, had a failing dock and a very dangerous pitch and it was closed due to disuse and dangerous conditions.

- Mediation Agreement

- We received feedback. We need to take all this feedback into consideration for all future decisions.
- A response via email is not productive. We should respond in the dialogue of the meeting.
- For Charity: thank you for your feedback, I will pass this along to the board and it will be under correspondence at the next board meeting (include date and time).

#### Disposition of Open Forum Items

- Robert Sullivan: We now have a practice of breaking off Wildwood common properties and selling to create septic. Breaking off common property to sell undeveloped lots to develop? Board: We are not selling common property for development. Our current practice is to only sell if people need septic. Article 10 of Bylaws: Sale of WPOA Common Property. Speaks to conditions of sale. Recent sales have restrictions on deed for septic/well use only.
- Ginny Austin: regarding the fine, as a member appreciating the email regarding that fines are being levied when things take place that shouldn't and it also speaks to member's responsibilities to following bylaws. Regarding conservatorship and lots people may want to donate, this would potentially decrease our income and may increase Wildwood's taxes
- Tom - Regarding the gate, the gate arm is up for a week or 2. We will turn the gate off for the winter months. They have heard the concerns and they are working on solutions for the brightness of the gate. Green when it's up, red when it's down, flashing red when it's going down.

#### Adjournment

TU - Motion to move into executive session.

#### Adjournment