

Birchwood Lakes Community Association, Inc.
Regular Board Meeting Minutes
September 16, 2014 @ 7:00 pm

Present: Clare Bennett, President; William Wagner, Vice President, Marcella Livingston, Treasurer, Anthony Palma, Assistant Treasurer, Carolyn Martin, Secretary, Joanne McInerney, Eugene Jarvis, Mike Moffa, Thomas McConnon (arrived at 7:20)

Also Present: Carrie Ridner, Community Manager, Linda Schwall, Administrative Assistant

President Bennett opened the meeting at 7:00pm with the Pledge of Allegiance.

APPROVAL OF THE MINUTES FROM PRIOR MEETING

- August 12, 2014 Board Meeting Minutes

Motion to approve the August 12, 2014 Regular Session Meeting Minutes made by Director McInerney, seconded by Secretary Martin. All in favor. Motion Passed.

- Action Without A Meeting – August 22, 2014.

This Action Without A Meeting is to approve the Statement from the BLCA Board of Directors dated August 22, 2014 and to distribute it to the Membership at the Annual Meeting, through the office, on our website and on our Facebook Page. All Directors were contacted. All Directors voted yes.

Motion to approve the Action Without a Meeting dated August 22, 2014 made by Secretary Martin, seconded by Director Moffa. All Directors voted in favor. Motion passed.

- August 23, 2014 Annual Meeting Minutes

Motion to approve the August 23, 2014 Annual Meeting Minutes made by Vice President Wagner, seconded by Director McInerney. All in favor. Motion Passed.

- August 23, 2014 Organizational Meeting Minutes

Motion to approve the August 23, 2014 Organizational Meeting Minutes made by Director Jarvis, seconded by Vice President McInerney. All in favor. Motion Passed.

TREASURER REPORT

Treasurer Livingston read the Bank Balances and Income and Expense Reports. (Copies available at the office).

Write-offs-

Lot 7, Block 27, Section 4 (due to foreclosure)	\$ 755.41
Lot 4, Block 87, Section 11 (due to foreclosure)	14,245.34
Lot 5, Block 87, Section 11 (due to foreclosure)	3,247.04
Lot 6, Block 87, Section 11 (due to foreclosure)	3,197.51

Total Write Offs \$ 21,445.30

Motion to approve the above 4 write-offs totaling \$ 21,445.30 made by Treasurer Livingston, seconded by Secretary Martin. All in Favor. Motion Passed

- Budget Transfers - None

Collections – Treasurer Livingston provided an update on collections status. Carrie Ridner, CM, noted that the items from a homeowner through Sheriff Sale were confiscated Monday, August 15th and the Sheriff was present. These items included a van, mulch and soil, power tools and other miscellaneous items. President Bennett added that a couple more homes have been identified for Sheriff Sale and processing is expected shortly.

MANAGER’S REPORT

Carrie Ridner, CM, provided the Manager’s, Maintenance and Public Safety Reports (attached).

COMMITTEE REPORTS:

Governing Documents – will meet on October 11th at 7:00pm

Roads Maintenance – Vice President Wagner stated he will be setting a meeting date within the next few weeks.

Capital Projects – President Bennett stated that Capital Projects met recently to continue discussions regarding the proposed Salt Storage Facility. We are looking at another site on Tamarack, but it may not be feasible if the property is in wetlands. The Committee has requested that we look further into the Milford Road and Doolan Road sites to address questions regarding access, easement issues, as well as drainage and other similar concerns.

Recreation – President Bennett stated that she, with Director Moffa, are trying to set a date for a meeting to review this past summer’s activities and plan for future activities. In the meantime, she informed the meeting that Tai Chi will continue to meet Wednesday mornings at 9:30am and Thursday evenings at 6:30pm and a Gentle Yoga Class has been added Monday mornings at 9:30am.

Communications – President Bennett advised the Board that the deadline to submit articles and/or photos to her is October 1st. Anyone wishing to submit anything to the newsletter should do so by then.

Budget & Contracts – Treasurer Livingston stated that the Budget Committee will meet September 26th at 7pm in the Clubhouse to begin the 2015/2016 budget year process.

Lake Management – Last treatment of lakes for the season were made on September 9, 2014. Conditions in all 4 lakes were better than last year, but this was a typical season in that lakes varied between Fair and Good depending upon the month and the aquatic plants that were present, although Upper Lake did slip into the Poor to Fair category during early August. A post season rap up meeting with EcoSolutions is planned for October/November to discuss what did and didn't go well to begin preliminary planning for next season.

Participated in the Well Water Testing Program and the Electronic Device Recycling Program on August 23rd was extremely disappointing with only 12 members participating. This will likely be the last season for these programs.

LMC will be holding its' 5th Annual Spotlight on the Lake seminar on September 27, 2014 from 10:00-11:30am. It will be an informal discussion format.

EcoSolutions will be here either October or November to remove aerator in Upper Birchwood Lake at no charge. If budget money is available, a small trial treatment on Waterwillow in MBL will be done while EcoSolutions is here.

Other recommendations - we have 3 boats and need one more. These boats need to be placed/locked on the beaches for emergencies, maintenance, and LMC use next year.

The aerator in the Upper Birchwood Lake needs another compressor (\$700.00) and a maintenance kit (\$125.00), so that all 6 "bubblers are operational next year. Money is available in this years' budget.

The swim floats on Middle Lake need to be repositioned next season, so that there is access to the lake from the boat launch.

The community has approved the removal of sediment and muck from Beach #1 and Beach #4. The Board should discuss whether doing Beach #1 next season makes sense, given that we will hopefully be moving forward with our Crossing Road dam project. The lake will be drained when the dam project is started, which would give us the opportunity to scrape (not deepen) the swim area at Beach #1 with our backhoe and therefore save approximately \$6,500 - \$7,000. If it is going to take several years to move forward, the opposite decision might make sense. Beach #4 should be completed next season and EcoSolutions has agreed to put BLCA on their tentative schedule for next Spring. The Board needs to quickly decide what to do about Beach #1, if it wants this work to also be done in the Spring.

PAYMENT OF BILLS - None

Salt Update – President Bennett and CM Carrie Ridner met with the homeowner from BL-15 and the contract has been changed and will be signed by the homeowner tomorrow. Once we receive the signed contract a date to purge his well will be set up with the well driller. The maintenance well continues to be purged weekly. Brian Oram was present today to perform quarterly lab

testing and field testing will be completed next week. We should have the schematics and estimated costs for the proposed shared well system by next month's Board meeting.

739 Entrance Traffic Study – McGoey, Hauser & Edsall have been provided our gate access date and we should have a report from them by next month's Board meeting.

Upper Birchwood Lake Dam – President Bennett and CM Carrie Ridner spoke to our engineer, Chuck Givler today to confirm what we need to do to proceed. The Board is asked tonight to approve that the engineer's drawings be sent to Dam Safety. Dam Safety will then perform a technical review of the new drawings and approve them or return with further questions or recommended changes to the plans. The \$50,000 bond money will be provided to them once they are ready to issue the permit, at their request.

2nd Reading of Rules & Regulations – President Bennett provided a 2nd reading of the proposed Rules and Regulations changes that were approved by the Board to go to the membership for feedback this past August. President Bennett stated that, as a result of that feedback, the Board is referring two changes back to the Committee for further discussion. These two items are vehicle decals and untidy properties.

Motion to adopt the proposed Rules and Regulations changes, excepting vehicle decals and untidy properties, following the second reading, and referring vehicle decals and untidy properties back to the Governing Documents Committee, made by Director McInerney, seconded by Secretary Martin. All in favor. Motion passed.

NEW BUSINESS

- Tree Removal Requests: Roberts, Rogers, Neinstadt

Motion to approve the tree removal request from Roberts made by Director Jarvis, seconded by Director Moffa. Director McInerney voted against; Director McConnon abstained because he does not agree with the guidelines. All other Directors voted in favor. Motion passed.

Motion to approve the tree removal request from Rogers made by Vice President Wagner, seconded by Director Jarvis. Director McInerney voted against; Director McConnon abstained because he does not agree with the guidelines. All other Directors voted in favor. Motion passed.

Motion to approve the tree removal request from Nienstadt made by Director Moffa, seconded by Vice President Wagner. Director McInerney voted against; Director McConnon abstained because he does not agree with the guidelines. All other Directors voted in favor. Motion passed.

- Resolutions Committee – 8161 – Speeding and Non-Stopping

President Bennett – Fine is reduced from \$200.00 plus 60 day suspension to \$65.00. Fine is being reduced because this individual is an inexperienced driver. When it happened she was alone and nervous to pull over.

Motion to approve reduction in fine for speeding and non-stopping from \$200.00 and 60 day suspension to \$65.00 made by Secretary Martin, seconded by Director McInerney. All in Favor. Motion Passed

COMMUNICATIONS WRITTEN AND ORAL: – NONE

Questions were asked from two members in attendance and answered by the Board.

MISCELLANEOUS

- Letter Correspondence – September 8, 2014 – 001-048-0200

This member is asking the Board to allow her to extend her temporary storage permit for a classic vehicle. Her son is overseas in the military. She cannot insure the car because new regulations require a classic car to be garaged before they will insure it. She is unable to locate a garage rental. Her son returns September 2015.

Motion to approve the extension of the temporary storage permit until September 2015 made by Secretary Martin, seconded by Director Jarvis. Treasurer Livingston voted against. All other Directors voted in favor. Motion passed.

- Email Correspondence – August 8, 2014

The member has requested that the Board allow her private plowing company to plow Cherry Lane, which is directly off Doolan Road. The Board agreed on the provision it is not at the cost of the Association and he does not cause damage to the road. President Bennett added that it is unlikely, especially if we get a winter similar to last year, that the plow truck will be able to avoid pushing the stones back.

President Bennett asked the Board if they would have any issues with this and all Board members said no.

Motion to adjourn regular session at 8:02pm made by Vice President Wagner, seconded by Treasurer Livingston. All in favor. Motion passed.

Motion to open regular session at 8:16pm to address two items overlooked, made by Vice President Wagner, seconded by Secretary Martin. All in favor. Motion passed.

- Donation to the Fundraiser for the State Troopers' families

President Bennett asked the Board to consider a donation to the fundraiser for the two State Troopers killed and injured this week. She noted that is not our policy to make such donations but stated that these two troopers were from the barracks that supports and responds to our community when they are needed. Treasurer Livingston stated that we give to the Fire Department and to the local EMS because they directly service our members. President Bennett believes that the same logic applies to our State Troopers. She added that this is a special circumstance and, as such, is considered an appropriate donation.

Motion to donate \$100 to the fund established for the two Blooming Grove State Troopers' families made by President Bennett, seconded by Director Jarvis. Treasurer Livingston abstained because she was not comfortable using Association money for such donation. All other Directors voted in favor. Motion passed.

- CAI Large Scale Manager's Conference

President Bennett informed the Board that Carrie Ridner would be attending the CAI Large Scale Manager's Conference in Hilton Head as an opening became available. She will be gone from tomorrow (Wednesday, September 17, 2014) and will be back in the office on Monday. The Board was informed that the conference will be paid for partially by the Association under the terms of Ms. Ridner's contract and the remaining balance will be paid by Ms. Ridner. Any further continuing education and/or professional fees will be the responsibility of Ms. Ridner.

Motion to adjourn regular session at 8:21pm and return to Executive Session made by Director McInerney, seconded by Director Moffa. All in favor. Motion passed.

Respectfully submitted,

Carolyn Martin
Secretary