

**LAKE CHAFFEE IMPROVEMENT ASSOCIATION INC**  
**DIRECTORS MEETING**  
**WEDNESDAY DECEMBER 12, 2007**  
**6:30 PM -- CHAFFEE HALL**

President Chris German called the meeting to order at 6:44 p.m.

In attendance: Chris German, Gerry Dufresne, Bob Layton, Sandra Moquin, Mary Michaud, Tom Martin, and Diana Murray.

Bob Layton will take minutes in the secretary's absence.

**PUBLIC TO BE HEARD**

- ◆ Kay Warren spoke about the owners of 20 Armitage Court application W10-07 for retaining wall.
- ◆ Laura Koropatkin gave Mary Michaud money received for Lake Chaffee apparel.
- ◆ Laura Koropatkin requested approval of a boating class to be held March 1, 2008 (fund raiser).

**SECRETARY'S MINUTES**

- ◆ For the regular board meeting of November 14, 2007: Sandra requested that the minutes be modified to reflect that she left "for personal reasons." Motion from Gerry Dufresne to approve as amended and second by Mary Michaud. Motion passed.
- ◆ For the special board meeting of December 5, 2007 : Mary Michaud requested that the minutes reflect her motion that board members split the James tax bill with each contributing \$37.50 and that the motion died for lack of a second. Jerry Dufresne moved that the minutes be approved as amended, tom Martin seconded. Motion passed.

**TREASURER'S REPORT**

- ◆ James taxes were paid in full by private donors including LaMonicas, Schrodgers, and others who wish to remain anonymous.
- ◆ Gerry moved that the treasurer's report (attached) be accepted. Motion passed.
- ◆ Mary will be away for three months and recommended that Jack Pirzl handle Treasurer's responsibilities during her absence. Jack was asked and acknowledged his willingness to accept the responsibility during Mary's absence. Gerry moved to accept Mary's recommendation, Tom seconded. Motion carried.
- ◆ Tax arrearage list was presented by Mary.

**BINGO COMMITTEE**

- ◆ Jack Pirzl reported attendance down during the prior four weeks.
- ◆ Kay received a \$1,115 estimate from electrical work.
- ◆ Health inspector is supposed to review (and approve) changes to date permitting sale of coffee
- ◆ Kay estimates additional costs of \$5,000-\$7,000 to permit kitchen to pass state health inspection
- ◆ Sandra indicated that she had somebody (name not provided) do the hall cleaning.

**BEACH COMMITTEE**

- ◆ Several people met two weeks ago, did raking and leaf removal.
- ◆ Jay removed about 10 loads of muck from the beach and put down new sand

**CONSTABLE'S REPORT**

- ◆ Gerry Dufresne reported there was nothing to report

**ROAD CHAIRMAN**

- ◆ Gerry Dufresne reported Joe Hipsky has already sanded four times.

Laurie Layton, sec arrived at 7:30

- ◆ Pauline Backhaus reported her road, Perch Drive, had not been sanded and resulted in her falling.

#### **ENVIRONMENTAL CHAIRMAN**

- ◆ Diana Murray reported that she had gotten clarification on the white PVC pipe being used by some people around the lake- If it is carrying rain water from roofs, it is okay.
- ◆ The information about the hydraulic dredging has not yet been assembled

#### **NEWLETTER**

- ◆ Kay Warren indicated the adds from the newsletter just printed, paid for the postage and production.
- ◆ It was decided the to aim for the next newsletter to be published in March or April.

#### **FINANCE COMMITTEE**

- ◆ Eugenie was not present to report

#### **VOLUNTEER COMMITTEE**

- ◆ Steve Donnell was not present to report

#### **STRATEGIC PLANNING**

- ◆ Steve Donnell was not present to report

#### **SOCIAL COMMITTEE**

- ◆ Chris German, acting chair reported that the Holiday snowflake party planned for the children to decorate the hall in preparation for the New Year's Eve party was scheduled for Dec 15. It was moved and passed with 1 abstention that the hall be used for the snowflake party and the New Year's Eve party. An ice skating party was discussed for future plans

#### **FUNDRAISING COMMITTEE**

- ◆ Sandra Moquin said no fund raising events were scheduled at this time

#### **CORRESPONDANCE**

- ◆ A letter was read by the secretary from Sandra Moquin and Kay Warren (see attached)
- ◆ It was decided that 4 additional keys to the hall were to be made, 2 to the secretary, 1 for Kay, and 1 for Chris German to replace the one given to Sandra Moquin for accessibility for cleaning.
- ◆ Jack Pirzl volunteered to have the keys made and deliver them to Laurie Layton.

#### **OLD BUSINESS**

- ◆ Questions from board members about the Home business ordinance (see attached) proposed by Bob Layton were fielded by Bob Layton. The public is invited to comment on the proposal during the January board meeting. It was agreed that board members need to thoroughly familiarize themselves with the proposed ordinance and process in anticipation of discussion at the January meeting

#### **NEW BUSINESS**

- ◆ Chris German submitted a draft of issues for consideration (see attached). Bob Layton requested an additional category be added: organizational issues including such items as review and update of all ordinances, by-laws and charter.

Gerry Dufresne moves we adjourn and Bob Layton seconded-the motion passed and meeting was adjourned at 8:30pm

Respectfully submitted,  
Laurie Layton-secretary

**Treasurer's Report  
INCOME**

	Actual As of 12/12/07	Treasurer Approved 2007-2008		
Association Taxes	\$ 25,481.25	\$ 30,000.00		
Past Due Assoc. Taxes	1,400.00 **	3,196.43		
Penalties	491.42 **	1,000.00		
Interest	34.52	300.00		
Donations	338.75	500.00		
Rentals	0.00	600.00		
Bingo-Kitchen (\$206.33)	2677.14	5,000.00		
Sealed Tickets	479.78	800.00		
LCIA Fundraisers	180.00	400.00		
Fish Donations	0.00	300.00		
LCIA Fund (Bazaar)	2083.00	1000.00		
Newsletter (Ads)	90.00	500.00		
Road Bond Money	0.00	500.00		
Web Site	0.00	0.00		
<b>Total Income</b>	<b>\$ 33,255.86</b>	<b>\$44,096.43</b>		
<b>EXPENSES</b>	<b>Actual 12/12/07</b>			
Building Maintenance	\$ 582.42	\$ 2,750.00		
Utilities	590.38	5000.00		
Office Expenses	487.92	1000.00		
Postage	123.95	250.00		
Road Maintenance	3,007.01	21,399.93*		
Insurance	5,560.56	9,400.00		
Honorariums	0.00	0.00		
Contingency	0.00	400.00		
Audit	0.00	0.00		
Legal	0.00	1000.00		
Recreation	0.00	300.00		
Beach Maintenance	924.95	1500.00		
Lake Maintenance	120.00	500.00		
LCIA Fund	0.00	500.00		
Lake Maint. Fund	0.00	500.00		
Fish Fund	0.00	200.00		
Return Road Bond	500.00	500.00		
Newsletter	225.00	300.00		
Web Site	0.00	36.00		
Kitchen Improvement	1693.13	2,446.43**		
<b>Total Expense</b>	<b>\$ 13,815.32</b>	<b>\$ 47,982.36</b>		
	As of 12/12/07			
Starting Balance	\$ 13,326.98		Funds as of	12/12/07
Income to date	33,255.86		Lake Maint. M.M>	\$ 3,070.22
Total	46,582.84		Lake Maint.CD	15,000.00
Expenses to date	\$ 13,815.32		LCIA BAZAAR	4,274.13
Income/Expenses Total	\$ 32,767.52		Recreation	514.65
			Totals	\$22,859.00
<b>FUNDS AS OF</b>	<b>12/12/07</b>			
Checking	\$ 2,278.38		TAX ASSESSMENT	
Savings Money Market	30,489.14		\$125.00	
Total on Hand	\$32,767.52			

\*Please Note: \$4,985.93 was allocated on June 24, 2007 Annual Meeting for roads upgrade and aggregate. Paid \$1193.51 to Hipsky for July, 2007 Grading. Balance to be applied to this year road budget is \$3792.42. \*\*All Past due Taxes and Penalties is to be allocated to Kitchen Improvement. Approved at Budget Meeting.

RECAP FROM NOVEMBER 14, 2007 TO DECEMBER 12, 2007

INCOME

11/15/2007	BAZAAR (KITCHEN INCOME)	\$ 85.00
11/15/2007	TAXES	\$1,125.00
11/15/2007	INTEREST ON CHECKING	.30
11/15/2007	INTEREST ON SAVINGS	14.13
11/15/2007	FUND RAISING SALE OF T-SHIRTS	110.00
11/27/2007	BINGO DONATION FOR NOVEMBER	804.73
11/27/2007	SEALED TICKETS FOR NOVEMBER	106.76
11/27/2007	MEMBER DONATION	25.00
11/29/2007	NEWSLETTER ADS	90.00
12/12/2007	INTEREST ON PASSDUE TAXES	6.24
<b>TOTAL INCOME</b>		<b>\$2,367.16</b>

EXPENSES

11/15/2007	LAURIE N LAYTON REMAINDER FOR ADS ON PLOWING	\$ 63.50
11/15/2007	AMERIGAS	106.14
11/15/2007	AT&T	37.54
11/15/2007	DMD INSURANCE - LIABILITY	5,560.56
11/15/2007	KAY WARREN - REIMBURSEMENT FOR SANITATION EXAM & PARKING	151.00
11/15/2007	FALLON WATER ANALYSIS - FOR KITCHEN BAZAAR PERMIT	125.00
11/19/2007	CL&P	100.95
11/19/2007	TOWN OF ASHFORD - LIENS	130.00
11/24/2007	LAFRAMBOIS - SAND FOR BEACH	649.25
11/27/2007	ASHFORD POST MASTER - STAMPS FOR NEWSLETTER	123.00
11/29/2007	RALPH SHERMAN - RETURN OF ROAD BOND	500.00
11/29/2007	STAPLES - NEWSLETTERS	102.00
12/6/2007	STAFFORD SAVINGS BANK - DEPOSIT TICKETS	8.14
12/6/2007	JEFFREY SCHRODER- 1 <sup>ST</sup> INSTALLMENT ON PLOWING CONTRACT.	1,750.00
<b>TOTAL EXPENSES</b>		<b>9,407.08</b>

# TAXES IN ARREARAGE

## As of Dec. 12, 2007 — FY 07/08

NAME	AMOUNT W/LIENS/INTEREST	FORGAVE	NOT PAID SINCE
Salvatore & Madeline Ambrogio*♦	\$ 843.96	843.96	1989
Lorelle Beaulieu & Russell Saunders, Jr. <sup>3*</sup>	\$1,173.97	\$5,664.36	never paid
Becker, Deborah <sup>1</sup>	\$ 293.06		
Brown, Rita & Anne Shivoock*,♦	\$2,076.43		1995
Burkey, Donna <sup>2</sup>	\$ 293.06		
Conway, Jesse and Kate <sup>1</sup>	\$ 293.06		
Fox, Thomas and Heather <sup>1</sup>	\$ 293.06		
Holland, Robert & Kathleen* <sup>2</sup>	\$1,099.62		1990
Ireland, Siobhan <sup>1</sup>	\$ 293.06		
James, Ward & Margaret*, <sup>1</sup>	\$ 478.34		2005
Koczewski, John <sup>1</sup>	\$ 293.06		
Koczewski, Mildred <sup>1</sup>	\$ 293.06		1996
Medine, John and Susan <sup>1</sup>	\$ 293.06		
Noyes, Madelyn*,♦	\$2,972.49	\$2,972.49	
Schultz, Marie*,♦	\$2,434.42	\$2,434.42	
Smith, Michelle <sup>1</sup>	\$ 293.06		
Warren, Edward and Lynn <sup>1</sup>	\$ 293.06		
Wasko, Ivan <sup>1</sup>	\$ 293.06		
Zajechowski, Harold and Tracy*, <sup>1,2</sup>	\$ 320.85		

**TOTAL** **\$14,330.60**

<sup>1</sup> Sheriff's Warrant Issued

<sup>2</sup> Payment Plan  
♦ Probate Expired

<sup>3</sup> In Estate      \* Over 2 years

**\$6,003.30**  
**To be Collected**

♦ \$8,327.30 will not be  
collected due to the  
probates expiring.

# KITCHEN REPORT

## 12-12-2007

Not much has happened since my last report. A change has been made about the mop sink. We are now going to put the mop sink in the kitchen. There will be room. The reason for this is so we don't have to run the heat into the utility room. A light will still be put in the utility room and it will be cleaned out as we need to store the chemicals, mops, etc. in there.

I have received another bid on the electrical work from Phillips Electric LLC from Willimantic. Their bid is \$1,115. for the work that needs to be done.

I happened to see the state health inspector at the senior center last week and I did talk with him a few minutes on issuing us a special permit to have coffee at bingo. He stated that he would get to our paperwork sometime this week.

Kay M. Warren

Mrs. Kay M. Warren  
31 Amidon Drive  
Ashford, CT 06278-2004  
(860) 487-3744

November 13, 2007

Board of Directors  
Lake Chaffee Improvement Assoc., Inc.  
Ashford, CT

Dear Board Members:

As kitchen manager I am asking for a key to the building. With all the activity the kitchen is going to have in the future days ahead, it would be more convenient for me to have a key. Chris has stated to me that he didn't mind me having a key as long as the Board gives permission.

Thank you.

Kay M. Warren

November 15, 2007

Lake Chaffee Improvement Association  
C/O Secretary  
P.O. Box 231  
Ashford, CT 06278

Dear Board Members, Affiliates, and Committee leaders,

I am writing this in response to the correspondence given (sent) to our secretary to be read at the November 14<sup>th</sup> meeting. I do not wish to go into any particular detail of the letters but rather give you my thoughts in regards to conducting the business that we were voted here to do.

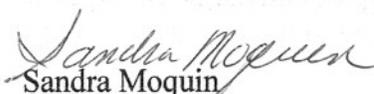
I have confidence in our President, Captain Chris German, to continue to lead us in the LCIA endeavors to tackle the goals set forth for ultimate purpose of Lake Chaffee Improvement. Already I have noticed a different attitude amongst our general membership. More non-board members are attending the monthly meetings, our established committees are making progress in their plans for improvement, people have met and spoken to each other for the first time after living in the same community, our meetings are run at a higher degree of efficiency and things are finally getting done. The day of apathy amongst our membership has substantially decreased.

Since we have so many new and exciting goals on our plates for the coming year; meetings must be run efficiently to discuss the agenda and its respective issues and review old business topics so that this business is not tabled for another month to month to month until ultimately the issue is not at all taken care of. If we have many interruptions during our meeting process; less motions will be taking place; hence less will be voted on and issues of concern will have to be tabled for another month; back to the original problem. In achieving a smoothly run meeting; non-members may have been sternly asked to be silent so that the elected Board Members could concentrate and carry on with the business at hand. It is so hard to focus on issues and make decisions when consistently being interrupted. It is even more difficult to be able to hear our board members speak on the issues while others at a side table are engaged in separate conversation.

The elected board members' responsibilities are to get things done! I know that I have many responsibilities yet to complete. If we all try to get along so that we can become a better community; I'm sure that our pride in accomplishments will endure and out weigh any petty rifes. Members, Board members and committee leaders, let us all stand united in this ultimate goal of community improvement; because if we do not, than most assuredly we will not succeed.

Have faith in our elected president, Capt. Chris German, say a little prayer and march forward with your own committee's responsibilities. Our citizens are counting on us. Let's not disappoint them. With ongoing positive involvement brighter days are ahead of us. Diane's diligent environmental studies, Chris's leadership and moderating duties together with our efforts will undeniably continue to enhance our community and make Lake Chaffee prosper, grow and sparkle.

May God Bless You All,

  
Sandra Moquin

## **Home-Based Business Ordinance**

Any business use of property located within the boundaries of the LCIA must:

1. Conform to the restrictive covenants that are part of the deed for the property on/in which the business will be located
2. Be licensed by a majority vote of the LCIA Board of Directors.
3. Pay a non-refundable license application/license renewal fee of \$25.00
  - a. Licenses are valid for two (2) years from date of issue
  - b. Licenses may be revoked by the LCIA Board of Directors for just cause having given the business owner four weeks written prior notice of such revocation.
  - c. Licenses are issued to an individual for a specific location and are not transferrable to another individual or for another location.
4. Home-Based Business Licenses will be issued only to LCIA members.
5. Home-Based Business Licenses will be issued only for locations on which there is no tax, lien, penalty, interest or other liability payable to LCIA.
6. Home-Based Businesses in operation and licensed by the Town of Ashford prior to adoption date of this ordinance, are exempted from application process requirements of this ordinance (they are “grandfathered”) but are not exempted from the license fee .
7. The penalty for operating a business without license issued under this ordinance shall be \$100 for each year or portion of a year during which the business was operated without LCIA license.