

**LAKE CHAFFEE IMPROVEMENT ASSOCIATION INC**  
**DIRECTORS MEETING**  
**WEDNESDAY JUNE 11, 2008**  
**6:30 PM -- CHAFFEE HALL**

Vice-president Jay Schroeder called the meeting to order at 6:40 p.m.

In attendance: Jay Schroeder, Sandra Moquin, Tom Martin, Mary Michaud, Steven Donnell, Eugenie Bagley (A), Diana Murray, Debbie Coulombe (A), Bob Layton and Laurie Layton.

**PUBLIC TO BE HEARD**

Mr. Emory from 14 Armitage Dr. requested permission to have a new septic system and have his well moved to the property across the street owned by Mrs., Testa. It would require cutting into the road and a bond posted for the heavy equipment. He had secured permits from town and permission from Mrs. Testa, and presented the board with blue prints. Bob Layton moved and Gerry Dufresne seconded and motion passed that Mr. Emory be allowed to proceed with his plans as long as the \$500 bond was posted.

**SECRETARY:**

- Secretary's minutes from the Directors Meeting on Wednesday May 14 were amended to reflect a change in the estimate amount needed to spend to complete the kitchen project be changed to "\$3000 plus countertops" instead of the "\$4000 plus countertops" reported in the minutes. It was also amended to reflect that the name of the person on Mothers Beach who is to call Sandra Moquin when it needs mowing is Jessica Grant, not Bryant as reported. Bob motioned, Gerry seconded, to approve 5/14 minutes as amended. Motion passed.
- Secretary's minutes from the special board meeting on May 28 were amended reflecting the additional information from Chris German's safe boating class. 47 people attended at \$10 per person making the total collected at \$470.00. \$400.00 was being donated to the fish fund, after \$70 was spend on the rental of audio visual equipment for the class. Bob motioned, Diana seconded, to approve 5/28 minutes as amended. Motion passed.

**TREASURER**

- Treasurer's report was approved with a motion from Laurie Layton and a second from Gerry Dufresne. **See attached report.**
- It was noted by Mary Michaud that 14 people were still arrears in taxes.
- Chris German has still not turned over the \$400 donation from the safe boating class holding up the payment of the stocking of the fish.
- It was moved by Steven Donnell and seconded by Diana Murray that \$400 would be taken from the contingency fund to pay for the fish stocking to be repaid with the \$400 from the safe boating course completed in March is turned in by Chris German.

**BINGO REPORT**

- Jack Pirzl reported that \$272.00 was brought in by bingo and only \$0.52 was brought in by the kitchen.
- They need workers to volunteer to help at bingo, as they lost a floor worker.
- He also reported that Mary Ann Simpson donated bulbs for the bingo light. She is a player but not a member of the lake association.

**KITCHEN REPORT**

Kay Warren reports that electrical is completed and she has 2 bids out for the counter tops (which the bazaar committee is paying for) and she will be picking up the door stoppers and mop sink. **See attached report.**

## BEACH REPORT

- Sandra Moquin reports that she is unsure of the boundaries of Mother's beach and is reluctant to mow or rake until she has those boundaries.
- Gerry Dufresne said he would show the boundaries to her.
- She is also looking for volunteers to help-she had been unable to contact the Boy Scout troop or school to get volunteers.

## CONSTABLE REPORT

Gerry Dufresne reported that the DEP had been patrolling and had given a ticket to one individual for fishing without a license.

## ROAD REPORT

- Gerry Dufresne reported that a bond had been posted for the work being done on Circle Drive.
- The roads had been graded and widened this past week.
- It was pointed out that Maple had been omitted and Perch had not been done.
- He had gotten pricing for paving Union, and Westford averaging \$10,000 each-a map and quotes to be provided to the secretary by Gerry.  
It was brought to the attention of the board by Debbie Coulombe that the extra taxes collected last year were to be spent on the roads and it had not been done. (\$3700)

## ENVIRONMENTAL

- Diana Murray reported the water testing had come and it was 30 parts per 100 still well within state guidelines-report to be submitted to secretary.
- She also provided figures on dredging the lake in the fall. The sediment removed from the lake must be removed. One technique would hold the sediment in tubes until the moisture has completed leaking out, then it needs to be disposed of. A major question is placement of those tubes

## NEWSLETTER

- It was pointed out by Kay Warren that the agenda for the June 22 General Membership Meeting was incorrect. This agenda was put together by Chris German and not certified by the secretary in accordance with **Article 2, Section 2 of the By-Laws**. Kay had submitted the correct information, but Chris deemed it inadequate per his e-mail to the secretary. Chris had been asked to publish the newsletter due to Kay Warren being in the hospital. Kay had provided him with the copy and instructions for folding. Laurie Layton called Sandra Moquin at Chris's request but was told the agenda had already been mailed to the membership.
- It is not necessary for the general membership to ratify the vote taken by the board re the Home Occupation Ordinance (**see Section 6 of the Charter which reads, in part, "...The executive board may enact by-laws and ordinances..."**).
- It was moved by Tom Martin and seconded by Diana Murray that the agenda and date for the June 22 meeting be changed to June 29 with a second mailing being necessary at a cost of \$126. The motion carried.
- As there was only \$75 left in the newsletter budget, it was moved and seconded that we take the balance of the money out of the contingency fund. That motion had to be retracted as we had allocated the contingency to cover the fish fund due to Chris not having turned in the donation from the safe boating course.
- It was moved by Diana and seconded by Tom that the money come out of the legal budget and the motion passed.
- An additional phrase will be added to remind people of the election meeting in July and to suggest members begin thinking of people they wished to nominate (2 directors and 3 alternates plus slate of officers).
- Laurie (constituting certification) and Bob Layton will fold, label, stamp and mail the newsletter. Kay Warren will have it duplicated at Staples.

**Tom moved to seat the alternates Eugenie and Debbie as Tom martin and Gerry Dufresne both indicated they needed to leave-the motion carried and the alternates were seated**

#### **FINANCE COMMITTEE**

- Eugenie Bagley reported the total assets of LCIA were \$1,242,200.00. See attached.
- Eugenie then questioned if we had enough liability insurance.
- Mary replied that our liability insurance was only \$1,000,000.00 so that will need to be increased.

#### **VOLUNTEER AND STRATEGIC**

Steve Donnell did not have a formal report but reiterated that we are under funded

#### **FUNDRAISING**

- Sandy Moquin reported that she will reschedule tag sale.
- She would like to look into a lemonade stand. The board consensus was that a lemonade stand could not be sponsored by LCIA but could be private donation from children running a lemonade stand.

#### **CORRESPONDANCE**

- None reported

#### **OLD BUSINESS**

- Debbie Coulombe expressed her frustration that the year had been fraught with “putting out fires” due to the president Chris German refusing to adhere to the by-laws governing the LCIA. She cited the kitchen, and newsletter (agenda altering) as the most blatant examples, preventing the board from accomplishing some of the other tasks it wished to address for the preceding year. Both the above examples being costly to the organization, and hampering other projects.
- Eugenie Bagley requested her name be spelled correctly in the future

It was moved and seconded to adjourn at 9:05 p.m.

Respectfully submitted,

Laurie Layton  
Secretary

## KITCHEN REPORT

### PURCHASED AND PAID FOR AS OF 06/11/2008

August 20, 2007	Gillette Restaurant Equip	\$1249.00
	3-Bay Sink	479.00
	8ftx30In Table	295.00
	100 Cup Coffee Pot	175.00
	Grill	300.00
November 9, 2007	Gillette Restaurant Equip	168.13
	1 Used Bus Bucket	3.95
	1 Green cutting board	11.95
	1 Basket strainer	3.95
	1 Thermon	9.49
	1 Knife Set	39.00
	1 Pastry tong	4.49
	Sani tabs	9.95
	2 Disposable vinyl glove	13.90
	Faucet	69.95
	Used spoon	1.50
November 11, 2007	Sersafe Food Certification	151.00
	Parking Garage Fee	6.00
	Test	145.00
November 15, 2007	Fallon Water Analysis	125.00
January 10, 2008	Gillette Restaurant Equip	53.80
	1 Vacuum Flash	24.95
	1 used flash	12.95
	Ammonia test strips	7.95
	Chlorine test strips	7.95
February 2, 2008	Town of Ashford	40.64
	Kitchen Permit	
February 15, 2008	Home Depot	324.41
	Wall Board	
February 25, 2008	Gagne Electric	1084.00
May 1, 2008	Home Depot	28.10
	Strips paid to Kay Warren	
May 7, 2008	Lowe's	73.79
	Coving 3@ 19.97	53.91
	1Appliance Spray paint	7.94
	1 Qt base adhesive	11.94
May 7, 2008	Gillette Restaurant Equip	213.45
	2 clear Dome lids	19.90

	<b>2 Round Trays</b>	<b>11.90</b>
	<b>S&amp;P Shaker</b>	<b>1.90</b>
	<b>Sugar Shaker</b>	<b>1.95</b>
	<b>Paper tower dispenser</b>	<b>29.00</b>
	<b>Soap dispenser</b>	<b>7.95</b>
	<b>Napkin dispenser</b>	<b>6.95</b>
	<b>Hand sink</b>	<b>129.00</b>
	<b>Sugar packet holder</b>	<b>1.95</b>
<b>May 18, 2008</b>	<b>Scott Brennan Carpenter</b>	<b>400.00</b>
<b>May 28, 2008</b>	<b>Scott Brennan Carpenter</b>	<b>300.00</b>
<b>Total</b>		<b>\$4224.44</b>

**Still approved with back taxes, penalties, & interest      \$1521.97**

**Submitted by Mary E Michaud, Treasurer**



Treasurer's Report

	As of 06/11/2008	Approved 2007-2008		
Association Taxes	\$ 29,081.25	\$ 30,000.00		
Past Due Assoc. Taxes	2,458.70 **	3,196.43		
Penalties	841.28 **	1,000.00		
Interest	102.02	300.00		
Donations	399.76	500.00		
Rentals	-----	600.00		
Bingo - Kitchen ( \$424.39)	5,309.13	5,000.00		
Sealed Tickets	770.51	800.00		
LCIA Fundraisers	290.00	400.00		
Fish Donations	-----	300.00		
LICA Fund (Bazaar)	2,083.00	1000.00		
Newsletter (Ads)	205.00	500.00		
Road Bond Money	-----	500.00		
Web Site	-----	0.00		
<b>Total Income</b>	<b>\$41,540.65</b>	<b>\$ 44,096.43</b>		
<b>EXPENSES</b>	<b>Actual</b>			
	<b>06/11/2008</b>			
Building Maintenance	\$ 1,353.08	\$2,750.00		
Utilities	4,138.82	5,000.00		
Office Expense	742.20	1,000.00		
Postage	292.00	250.00		
Road Maintenance	12,732.01	21,399.93 *		
Insurance	8,540.56	9,400.00		
Honorariums	-----	0.00		
Contingency	-----	400.00		
Audit	-----	0.00		
Legal	-----	1,000.00		
Recreation	-----	300.00		
Beach Maintenance	1031.43	1,500.00		
Lake Maintenance	240.00	500.00		
LCIA Fund	-----	500.00		
Lake Maint. Fund	-----	500.00		
Fish Fund	-----	200.00		
Return Road Bond	500.00	500.00		
Newsletter	225.00	300.00		
Web Site	36.00	36.00		
Kitchen Improvement	4,224.44	2,446.43 **		
<b>Total Expense</b>	<b>\$34,055.54</b>	<b>\$47,982.36</b>		
	As of 06/11/2008		Funds as of	06/11/2008
Starting Balance	\$ 13,326.98		Lake Maint. MM	3,102.76
Income to date	41,540.65		Lake Maint. CD	15,371.64
<b>Total</b>	<b>54,867.63</b>		LCIA Baazar	4,286.61
Expenses to date	34,055.54		RECREATION	516.15
<b>Income/Expenses Total</b>	<b>\$ 20,812.09</b>		<b>Total</b>	<b>\$23,277.16</b>
<b>FUNDS AS OF</b>	<b>5/14/2008</b>			
Checking	\$ 1,290.73		<b>TAX</b>	
			<b>ASSESSMENT</b>	
Savings	19,521.36		\$125.00	
<b>Total on Hand</b>	<b>\$ 20,812.09</b>			

\*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 allocated to Kitchen Improvement at Budget Meeting.

## Beach Report:

1. I have mowed the Main beach recently
2. Stones are being raked by myself from last year's mess of stones in the grass. These stones are creating havack in mowing the lawn. They are also ruining the lawn area where we once had grass there is none. I am therefore requesting help to have these stones raked to the side and I will remove them if required. They are sharp gray stones that children have been cutting their feet on.
3. I request to be able to purchase a new picnic table and a new bench this year. We should have money left in the budget to do this.
4. I will need repair on the ladder of the dock. It is broken.  
*70-200 -*  
*Volunteer*
5. I also request to be able to purchase grass seed to fill in the damaged area in the lawn above the beach.
6. *Easier on main*  
Mother's Beach: I had mentioned at the last meeting that I asked the neighboring resident to call me when she thought the grass needed mowing. She did not. I am unsure at this time where the property lines are at Mother's beach. I need to have the resident show these to me so that I am not trespassing on any ones property. This grass presently needs mowing.

*? Hoop 92 -*

## Fund Raising:

1. I would like to have a tag sale on Sunday, June 29<sup>th</sup>. I will need to purchase paper for flyers. I would like to charge \$12.00 per table or 2 for \$20.00.
2. I will be running lemonade sale at the beach on hot days with part of the money going to the LCIA. I would respect approximately 20%. This to go into the beach fund.

Maintenance: I have swept and cleaned the bathrooms on a weekly basis in the last month. I would like volunteers to wash the hall floor as it is due.

*\$300-500*

# M E M O

TO: LCIA Board of Directors

FROM: Kay M. Warren

DATE: June 11, 2008

The electrical work in the kitchen is finished. I am giving Mary the bill tonight for the electrician. I'm still in the process of getting bids for the counter tops as the first bid came in very high. There are 2 more bids to come in. I'm waiting to contact the plumber once all the bids are in.

I still have to buy the mop sink and the door plus the draft shields for the bottom of all the doors. I have a gallon of liquid nail to return and some strips which should pay for the draft shields.

## NEWSLETTER

I became ill in the middle of May. At the special meeting that Chris had I gave him the instructions, the dummy, and the order for folding as you can see in the dummy that I made for you here tonight. No one had bothered to give me material for the newsletter except Diana and Bob. Diana had given me an article on the weeds and Bob gave me the ordinance to put in. No one else bothered to get me any ads as well. In your packet you will see the original newsletter. A FAR CRY from Chris's.

What Chris has done, UPON HIMSELF AGAIN, has created more expense for the Association by not mailing my newsletter. Chris's newsletter is totally done unprofessional with misspelled words. You may want to get the fish money from him, if he hasn't given it to Mary for deposit yet, to use for the next mailing.

If he hasn't given the fundraising money to the treasurer would the Board send him a certified letter requesting him to do so within 4 days? If he doesn't will the board take further action? He has no right to keep LCIA fundraising money!!!!!!

**LCIA ASSETS**

**2007 Assessed Values**

Main Beach	\$3,600.00
Roads (15)	\$803,000.00
Boat Launch	\$34,600.00
Hall	\$213,000.00
Dam	\$0.00
Lake	\$123,800.00
Boat Dock	\$29,800.00
Unknown Land Lakeview	\$34,400.00
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	\$1,242,200.00