

**LAKE CHAFFEE IMPROVEMENT ASSOCIATION INC**  
**DIRECTORS MEETING**  
**WEDNESDAY JULY 9 2008**  
**6:30 PM -- CHAFFEE HALL**

Vice President Jay Schroeder called the meeting to order at 6:35 p.m.

In attendance: Jay Schroeder, Laurie Layton, Mary Michaud, Bob Layton, Gerry Dufresne, Tom Martin, Diana Murray, Stephen Donnell, Sandra Moquin, Debbie Coulombe (alternate), Eugenie Bagley (alternate)

**PUBLIC TO BE HEARD**

none

**SECRETARY'S MINUTES**

Bob Layton motioned and Mary Michaud seconded that the secretary's minutes for the regular board meeting of July 11, 2008 be approved amended to reflect:

- under PUBLIC TO BE HEARD, correct name to read "Emory Bonvouloir";
- under TREASURER'S REPORT, third bullet, remove the word "donation"
- under TREASURER'S REPORT, fourth bullet revised to read "...fish stocking. The \$400 is to be repaid by Chris German from the safe boating course completed in March.

Diana Murray motioned and Tom Martin seconded that the secretary's minutes for the special board meeting of July 16, 2008 be approved as written with three abstentions.

**TREASURER'S REPORT**

Attached. Bob Layton motioned and Diana Murray seconded to approve treasurer's report of July 9, 2008. Motion carried

**BINGO COMMITTEE**

- ◆ Jack Pirzl reported that they had bought some replacement bingo sheets, had 32 people at last weeks bingo session
- ◆ KITCHEN REPORT: On 7/29, Design Center East will do counter tops; anticipated additional expenses are \$700 for carpenter and \$1,500 for plumber

**BEACH**

- ◆ Sandra Moquin reported that she had emptied the trash and pulled acorn seedlings in the lawn
- ◆ Laura Koropatkin added that Rich Rodrigue had fixed the broken ladder on the swim platform.
- ◆ Laurie Layton asked about the two discarded barrels on the SE corner of the beach; Sandra responded that she was holding on to them as spares and had no place else to store them.

**CONSTABLE**

Gerry Dufresne reported that 23 Deerfield had complained about ATVs

**ROAD**

- ◆ Gerry Dufresne reported that the roads had been graded.
- ◆ Tom motioned that the unspent balance of road budget be placed in a separate savings account earmarked for future road paving. Bob Layton seconded. Motion passed.

**ENVIRONMENTAL**

Diana Murray reported that

- ◆ Islands are a disaster because of fireworks residue
- ◆ Discussed this year's weeds; possible used of "skimmer" provided several years ago by Bob Kersten

- ◆ Mr. Ferrence told her that he would not object to the board placed on the dam to raise lake level by 4-5 inches if it was placed after the spring rains.
- ◆ Mary noted that the deed to LCIA states that LCIA owns everything UNDER the water that the town says that LCIA owns the dam and is assessing it at \$4,000. Eugenie said there was no mention of that \$4,000 by the town when she prepared the assets report earlier this year.
- ◆ Bob Layton observed that half of the dam is actually under the water and that we needed to distinguish between “dam” and “spillway”. That the dam actually spans or abuts land of four or five property owners while the spillway sits on property owned by the Ferrences.
- ◆ Kay (public) reminded us that she’d received a letter from the state four or five years ago which said that LCIA did not own the dam and that said letter should be with the other stored lake association records.

#### **NEWSLETTER COMMITTEE**

no report

#### **FINANCIAL COMMITTEE**

no report

#### **VOLUNTEER COMMITTEE**

no report – see report presented at June 22 meeting

#### **STRATEGIC PLANNING COMMITTEE**

no report – see report presented at June 22 meeting

#### **SOCIAL COMMITTEE**

no report.

#### **FUND RAISING COMMITTEE**

Sandra said she will proceed with a tag sale in the future.

#### **CORRESPONDANCE**

- ◆ Laurie Layton stated that as a result of the Membership Meeting of June 23, she had called Chris German asked for payment of the proceeds from the LCIA Sponsored Safe Boating class conducted on March 1 & 2. to avoid sending him that certified letter.
- ◆ Chris told her to send him the receipt for the fish stocking and he would pay.
- ◆ Pursuant to the motion made and passed at the June 23<sup>rd</sup> **Membership Meeting** directing the Secretary to send a certified letter to Chris German to recover proceeds from the LCIA Sponsored Safe Boating class conducted on March 1 & 2, a letter was written [see attached] and sent along with the requested receipt [see attached] to Chris German’s address of record by certified mail, return receipt requested, on June 24.
- ◆ The above letter and copy of receipt were e-mailed to Chris at his e-mail address of record on June 24.
- ◆ To date, Chris German has not accepted delivery of the certified letter nor has he acknowledged the e-mail.

#### **OLD BUSINESS**

- ◆ The issue of proceeds from the LCIA-sponsored Safe Boating class of March 1 & 2. Jay Schroder offered every board member present the opportunity to speak on the issue. All board members present (Eugenie had departed) did so.

Tom Martin **moved that the Secretary be authorized to pursue criminal action by filing criminal complaint with the State Police against Christopher German, past president, for failing to turn in the \$470 funds raised from the Safe Boating Coarse conducted on March 1 and March 2, 2008. Bob Layton seconded the motion. Motion passed** (7 yea, 0 nay, Sandra abstaining, chair not voting, 1 alternate director not seated and not eligible to vote).

- ◆ Election process and voter certification procedure. It was decided that
  - a different color paper ballot would be used for each position to be voted on, that
  - each member attending will be provided one set of ballots when eligibility to vote is confirmed by the treasurer,
  - members departing prior to completion of voting must return the unused portion of their ballots to the treasurer at the door
  - Laurie and Mary will assemble the ballot packs

**NEW BUSINESS**

Jay noted that the roof of the hall requires repair or replacement.

Stephen asked what the cost would be to replace the existing septic system with a commercial system sufficient to remove the health department’s restriction of hall use

Jay thanked everyone for their efforts over the past twelve months.

It was moved and seconded to adjourn. The motion passed and the meeting was adjourned at 8:55 p.m.

Respectfully submitted,

Laurie Layton, Secretary  
 Lake Chaffee Improvement Association, Inc.

**We, the board members whose signatures appear below, acknowledge the foregoing to be an accurate record of the LCIA Directors’ Meeting of July 9, 2008.**

\_\_\_\_\_  
 Laurie Layton, Secretary

\_\_\_\_\_  
 Stephen Donnell, Director

\_\_\_\_\_  
 Mary Michaud, Treasurer

\_\_\_\_\_  
 Gerald Dufresne, Director

\_\_\_\_\_  
 Jay Schroder, Vice President

\_\_\_\_\_  
 Robert Layton, Director

\_\_\_\_\_  
 Thomas Martin, Director

\_\_\_\_\_  
 Sandra Moquin, Director

\_\_\_\_\_  
 Diana Murray, Director

**NOTE: AS OF JULY 14, 2008, THE ORIGINAL OF THIS DOCUMENT WAS SIGNED BY ALL BOARD MEMBERS PRESENT AT THE JULY 9, 2008 MEETING SUBJECT TO CORRECTION OF DATES UNDER SECRETARY’S MINUTES WHICH SHOULD READ “JUNE 11” AND “JUNE 16” INSTEAD OF “JULY 11” AND “JULY 16”**

Treasurer's Report

|                            | As of<br>07/09/2008    | Approved<br>2007-2008 |             |
|----------------------------|------------------------|-----------------------|-------------|
| Association Taxes          | \$ 29,206.25           | \$ 30,000.00          |             |
| Past Due Assoc. Taxes      | 2,483.70 **            | 3,196.43              |             |
| Penalties                  | 859.34 **              | 1,000.00              |             |
| Interest                   | 111.00                 | 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             | 320.00                 | 300.00                |             |
| LICA Fund (Bazaar)         | 2,083.00               | 1000.00               |             |
| Newsletter (Ads)           | 205.00 ✓               | 500.00                |             |
| Road Bond Money            | 1000.00                | 500.00                |             |
| Web Site                   | -----                  | 0.00                  |             |
|                            |                        |                       |             |
| <b>Total Income</b>        | <b>\$ 43,037.69</b>    | <b>\$ 44,096.43</b>   |             |
|                            |                        |                       |             |
| <b>EXPENSES</b>            | <b>Actual 07/09/08</b> |                       |             |
| Building Maintenance       | \$ 1,353.08            | \$2,750.00            |             |
| Utilities                  | 4,286.27               | 5,000.00              |             |
| Office Expense             | 769.16                 | 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                 | 400.00                |             |
| Audit                      | -----                  | 0.00                  |             |
| Legal                      | 193.50                 | 1,000.00              |             |
| Recreation                 |                        | 300.00                |             |
| Beach Maintenance          | 1031.43                | 1,500.00              |             |
| Lake Maintenance           | 300.00                 | 500.00                |             |
| LCIA Fund                  | -----                  | 500.00                |             |
| Lake Maint. Fund           | -----                  | 500.00                |             |
| Fish Fund                  | 325.00                 | 200.00                |             |
| Return Road Bond           | 500.00                 | 500.00                |             |
| Newsletter                 | 225.00                 | 300.00                |             |
| Web Site                   | 36.00                  | 36.00                 |             |
| Kitchen Improvement        | 5,047.44               | 2,446.43 **           |             |
| <b>Total Expense</b>       | <b>\$36,031.45</b>     | <b>\$47,982.36</b>    |             |
|                            |                        |                       |             |
|                            | As of 06/22/2008       | Funds as of           | 07/09/2008  |
| Starting Balance           | \$ 13,326.98           | Lake Maint. MM        | 3,102.76    |
| Income to date             | 43,037.69              | Lake Maint. CD        | 15,371.64   |
| Total                      | 56,364.67              | LCIA Bazaar           | 4,286.61    |
| Expenses to date           | 36,031.45              | RECREATION            | 516.15      |
| Income/Expenses Total      | \$ 20,333.22           | Total                 | \$23,277.16 |
|                            |                        |                       |             |
| <b>FUNDS AS OF</b>         | <b>07/09/2008</b>      |                       |             |
| Checking                   | \$ 1,626.33            | <b>TAX ASSESSMENT</b> |             |
| Savings                    | 18,706.89              | \$125.00              |             |
| <b>Total on Hand</b>       | <b>\$ 20,333.22</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.

*Westford Drive  
2 sections  
\$16K*

**Recap from June 22, 2008 thru July 09, 2008**  
**INCOME**

|                      |                                    |                 |
|----------------------|------------------------------------|-----------------|
| <b>June 23, 2008</b> | <b>Emery Bonvouloir- Road Bond</b> | <b>\$500.00</b> |
|                      |                                    |                 |
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|                      |                                    |                 |
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|                      |                                    |                 |
|                      |                                    |                 |
| <b>Totals</b>        |                                    | <b>\$500.00</b> |

**EXPENSES**

|                      |  |                 |
|----------------------|--|-----------------|
| <b>June 21, 2008</b> | <b>Joe's Bass Farm - Fish</b>                      | <b>\$725.00</b> |
| <b>June 21, 2008</b> | <b>Staples - Copies</b>                            | <b>16.96</b>    |
| <b>June 30, 2008</b> | <b>CEL - Water Analysis</b>                        | <b>60.00</b>    |
| <b>July 2, 2008</b>  | <b>Town of Ashford - Lien<br/>Release - Burkey</b> | <b>10.00</b>    |
| <b>Total</b>         |  | <b>\$811.96</b> |

June 23,2008

Chris German:

After an attempt by phone on Sunday June 22, 2008 by me to collect the \$400.00 pledged to the LCIA by you on January 12, 2008 as a fundraiser for teaching a Safe Boating Course on March 1, 2008 sponsored by the LCIA on LCIA property, I am obliged to state the following:

It was moved and seconded and passed at the general membership meeting of June 22, 2008 that we send you a certified letter requesting the money pledged to the LCIA membership during your presidency in the amount of \$400.00 It is understood that you had 47 attendees at the course with a fee being charged of \$10.00 each and your fee for teaching the course was waived. \$470 should have been raised and remitted by you per your word on January 12, 2008. When questioned why only \$400 was being remitted you indicated \$70 was used for rental of audiovisual equipment for the course. The LCIA board would like a receipt for that rental fee.

Attached please find the confirmation of delivery of the fish stocking of the lake on 6/21/08 that was supposed to be funded partially by that fundraiser and committed with the express understanding that the \$400 would be available. Due to your refusal to remit the funds to the treasurer despite several requests, the funds had to be allocated from other areas to be paid back upon receipt of those funds.

We will assume that the \$400.00 and proof of rental of the audiovisual equipment will be received by the LCIA treasurer Mary Michaud or an agent acting on her behalf-i.e. officer or board member of the LCIA; within 5 days of receipt of this letter. Failure to do so will be an assumption on our part that we will need to look into possible legal action. The necessity for a receipt was never discussed prior to my conversation with you on June 22. Considering the course was completed March 1,2008, this was a disappointing delay tactic.

Sincerely, Laurie Layton

Secretary of LCIA