

LAKE CHAFFEE IMPROVEMENT ASSOCIATION, INC

Lake Chaffee Board Meeting

December 12, 2018

Board Members Present: Mike Panek, Tom Martin, Jacqueline Kennedy, Kathy Little, Carol Natitus, Marty Connors, Seth Kaufman, Bob Corriveau. Alternates: Ken Garee, Bobby Guerin

Public in Attendance: Laura Rathbun, Jean Panek

Call to Order: Mike Panek called the meeting to order at 6:32 p.m.

Approval of Minutes: The minutes of the November 14 board meeting were reviewed. Spelling and grammar corrections were noted on line 8, line 24, line 32 and line 33

Bob Corriveau moved to approve the amended minutes, seconded by Seth Kaufman; approved unanimously with one abstention.

Comments from the public were solicited, none were made.

Approval of Treasurer's Report: Treasurer's reports for October and November 2018 were read, with no questions.

Mike commented that he had read 172 residents had paid their dues, 72 had not. He asked if we had the names of the paid up residents vs. delinquents. There was a discussion of how to track and manage past due accounts. Jacqueline Kennedy will provide a breakdown of all taxpayers and whether they are up to date or delinquent. Delinquent amounts will be broken down by dates and amounts due. Tom Martin will use the list provided to send delinquent letters to the correct taxpayers. Jacqueline will place liens on all properties whose taxes are unpaid at the end of 2 years.

It was noted that donations appear to have dropped to half of last year's donations, which could be attributable to the increase in taxes.

Tom Martin moved to accept the Treasurer's Report, seconded by Seth Kaufman and approved unanimously.

Remarks by President:

Mike noted that the Association has a road repair balance of \$11,200.00, which should be spent in accordance with the Board's commitment to residents to improve the condition of roads throughout the Association properties. To that end, Mike proposed establishing a Road Repair Chairperson to inspect and assess all the Association Roads, establish priorities for repairs, and work with the contractors to ensure that the decided improvements were made.

Mike proposed the following stipulations regarding that position, which were informally supported by the board: the position should be filled by a volunteer who would be onsite and available on a regular and consistent basis to be available to contractors. The person in this position would not have to take calls from residents, or arrange contractors, both of those tasks being done by Mike himself. Additionally, this position would not deal with snow removal. There was discussion about possible candidates, and posting this position on the website, but no other immediate action was agreed upon.

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Correspondence:

- (1) Mike Panek has been contacted regarding several instances of car break-ins in the Lake Chaffee community. He asked for all members of the board to alert their neighbors and other residents to be sure their vehicles are kept locked with keys removed.
- (2) Mike also received a call from Asplundh Tree service asking for names and contact information of residents who have trees on their property that Asplundh is required to trim or remove. Mike provided that information, with no further action required.

Chairperson's Reports:

Boat Launch and Boat Dock: Chairperson was absent, but Mike shared Jerry's remarks that the Boat Launch had received its final mowing, and the Dock had been put back in place, but would need to be adjusted in the Spring before being put into full seasonal use.

Constable: Constable was absent, no report was delivered.

Beaches: The Fall clean up does not appear to have been done, Jean will contact Greg Peck.

Dam: Kari was absent and no report was given.

Environmental Chairperson: No report.

Hall: No report.

Fund Raising: No report.

Road Chairperson: No report.

Tax Collection: There was discussion of next steps, as noted in Treasurer's report discussion.

Website: No report.

Old Business:

TELEPHONE POLE: Mike Panek contacted Frontier and informed them that there had been no permission given by the LCIA Board that the pole could be installed, and that no wires should be installed until the issue is settled to the Board's satisfaction. No wires have been installed as of this date.

Mike reported that Kari had a discussion with Phil Cote regarding the pole, but further discussion was tabled until Kari could be present.

LAKE LOWERING/TREE REMOVAL: Mike reported that he and Marty shut off the siphon and removed the white pipe from the lake. That pipe was put aside in the spillway temporarily, but should be moved to the grassy area on top of the dam. The flexible pipe is still attached to the valve but is not in danger of being frozen into the lake. At some point it should be removed and placed on the grassy area.

Mike Panek reported that Jerry contacted a logger friend who agreed to a price of \$3500 to remove and dispose of the entire tree, with the exception of a few small branches that could not be reached in deep water. Mike plans to use his boat to secure and bring in those branches for disposal when the warmer weather returns. Kudos to Jerry for finding and negotiating these excellent contractors.

Mike Panek also informed the Board that the dock that had been located at the boat landing had to be partially dismantled in order to bring ashore the pieces of tree. When warmer weather returns the Board will use the previously appropriated funds to replace that dock.

There was a discussion regarding how best to address the cost of removing the tree with the property owner involved. Mike Panek will work with the property owner to reach an amicable agreement.

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92 SURVEYING PROPERTY OWNERS: Mike shared a postcard that he designed to survey LCIA residents
93 about issues such as schedule for annual meetings, and priorities for improvements. Mike received
94 feedback and will make changes before sending them out.

95 WEBSITE AND TREASURER improvements. Laura Rathbun has volunteered to assist with the work in
96 the areas of Treasurer and Website improvements. Laura and Jacqueline Kennedy will be in
97 discussion regarding plans for how this might be addressed.

98 There was an offer made by Mike Panek to hire the web designer he uses, and discussions followed
99 regarding if, and how this might be pursued. Bob Corriveau made a motion seconded by Seth that
100 Mike should solicit proposals for technical resources who could help with website construction and
101 maintenance for LCIA. This motion was passed unanimously.

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103 **Adjournment:** Tom Martin made a motion to adjourn, seconded by Seth. The meeting adjourned at
104 8:09 pm.

L.C.I.A Treasurer's Report

November 2018

	Budget			Prior Years	
	2018-2019	November 2018	Year to Date	2017-2018	2016-2017
INCOME					
Taxes	\$48,800.00	\$4,240.49	\$34,467.35	\$22,943.95	\$23,982.37
Past Tax + Interest + Fees	\$3,500.00	\$242.79	\$2,787.95	\$6,567.27	\$6,445.41
Donations	\$0.00	\$50.00	\$2,502.50	\$5,513.00	\$5,954.52
Rent	\$350.00	\$0.00	\$0.00	\$350.00	\$175.00
Fund Raise	\$1,000.00	\$0.00	\$814.00	\$1,653.00	\$160.00
Website + Newsletter	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Int. + Other LCIA Accnts	\$0.00	\$3.29	\$6.26	\$15.09	\$12.23
Other	\$0.00	\$0.00	\$25.00	\$7,843.92	\$100.00
From Other LCIA Accounts	\$0.00	\$0.00	\$0.00	\$3,205.00	\$0.00
Totals	\$53,650.00	\$4,536.57	\$40,603.06	\$48,091.23	\$36,829.53
EXPENSE					
Hall Bldg Maint. + Septic	\$750.00	\$0.00	\$0.00	\$725.00	\$0.00
Hall Utilities (Elec + Heat)	\$2,250.00	\$100.13	\$590.56	\$2,105.19	\$1,082.81
Office Expense	\$350.00	\$0.00	\$0.00	\$65.91	\$197.74
Mail + Postage	\$500.00	\$0.00	\$150.00	\$1,048.66	\$351.44
Road Repair+Pave+Brush	\$12,250.00	\$0.00	\$5,973.21	\$1,752.65	\$2,105.15
Road Snow Plow + Sand	\$19,000.00	\$0.00	\$0.00	\$19,425.00	\$12,837.50
Insurance	\$9,400.00	\$0.00	\$0.00	\$9,393.20	\$9,392.20
Legal Costs + Fees	\$1,000.00	\$0.00	\$0.00	\$154.91	\$0.00
Beach Maint. + Recrea'n	\$750.00	\$0.00	\$1,670.32	\$688.01	\$4,582.95
Landscaping	\$1,000.00	\$0.00	\$2,100.00	\$700.00	\$0.00
Lake Maint. + Water	\$400.00	\$0.00	\$710.00	\$6,810.00	\$490.00
To Other LCIA Accnts	\$0.00	\$0.00	\$0.00	\$7,843.92	\$500.00
Road Improvement	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Website + Newsletter	\$250.00	\$0.00	\$0.00	\$115.01	\$0.00
Other Contingency	\$250.00	\$0.00	\$0.00	\$0.00	\$35.00
Miscellaneous Expense	\$0.00	\$0.00	\$0.00	\$225.00	\$0.00
Lake Dam	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00
Totals	\$53,650.00	\$100.13	\$11,194.09	\$51,052.46	\$31,574.79

General Fund Balance	
August 1 st 2018 Starting Balance	\$16,385.89
Total Year Income	\$40,603.06
Total Year Expense	(\$11,194.09)
Balance (thru 11/30/2018)	\$45,794.86

Other Accounts		
Special Checking Account	Special Use	\$9,614.75
LCIA Savings Account	Misc.	\$9,904.49
Lake Savings Account	Lake & Dam	\$6,310.59
	Total	\$25,829.83

L.C.I.A Treasurer's Report

November 2018

Transaction Detail

Account No. // Tran Type	Description	Amount	Check Date	Transaction Date
6720				
Income				
Int. + Other LCIA Acnts	Interest	0.98	11/30/2018	11/30/2018
8600				
Income				
Int. + Other LCIA Acnts	Interest	3.29	11/10/2018	11/10/2018
Expense				
Hall Utilities (Elec + Heat)	Eversource UTIL PYMT	52.39	11/1/2018	11/1/2018
Hall Utilities (Elec + Heat)	Eversource UTIL PYMT	47.74	11/28/2018	11/28/2018
8960				
Income				
Int. + Other LCIA Acnts	Interest	0.82	11/10/2018	11/10/2018