

LAKE CHAFFEE IMPROVEMENT ASSOCIATION, INC

Lake Chaffee Board Meeting

Date of Meeting: July 10, 2019

Board Members Present: Mike Panek, Tom Martin, Kathy Little, Martin Connors, Bob Corriveau, Gerald Dufresne, Ken Garee, Bobby Guerin, Toni, Guerin, Carol Natitus, Seth Kaufman

Board Members Absent: Jacqueline Kennedy, Kari Olson

Public in Attendance: Sue Canty, Lise Silverstein, Phil Silverstein, Laura Rathbun, Jean Panek, Ralph Sherman

1. Call to Order: Mike Panek called the meeting to order at 6:35.

2. Approval of Minutes: The minutes for the June 12, 2019 meeting were reviewed and discussed. Bob Corriveau made a motion to accept the minutes, seconded by Carol Natitus. The motion passed with no negative votes and one abstention.

3. Public Comments. Phil Silverstein observed that Mother's beach was being used by residents, and appeared to be in very nice condition.

4. Approval of Treasurer's Report: The Treasurer's report for June 2019 was distributed and discussed. Bob Corriveau made a motion to accept this report, which was seconded and passed unanimously. A motion was also made to accept the May 2019 Treasurer's report which had been tabled at the previous meeting. The motion was seconded and also passed unanimously.

5. Remarks by President: The President had no remarks at this time.

6. Correspondence: Several items of correspondence were received and discussed: The President received a complaint from resident Kay Warren regarding oil stains from a truck that was parked illegally. This led to a discussion of parking throughout the community. A letter from resident Laura Mahon regarding illegal parking on and around Oak Drive. No Parking signs put up by Mike Panek were being ignored. Mike will follow up. President Mike Panek received an inquiry from resident Cesar Barrios regarding concerns of encroachment on LCIA property. Mike met with Mr. Barrios to discuss those concerns. Mr. Barrios agreed to remove certain materials, and Mike reported to the Board that he felt appropriate actions were being taken. No further action was deemed necessary at this time.

7. Chairperson's Reports:

a. Boat Launch and Boat Dock: Gerry Dufresne reported that he has been unable to move the dock at the Boat Launch due to the unavailability of a fluid filter for the hydraulic system on his son's back hoe. Gerry continues to search for a replacement filter.

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45 The safety tape at the Boat Launch has been removed several times. The replacement of the dock
46 at the boat launch has been placed on hold while President Panek researches the applicability and
47 feasibility of a flotation dock to replace the previous wood frame structure.
48

49 **b. Constable:** Constable Dufresne reported that the 4th of July was unusually quiet this year. He
50 reported no parking problems. It is possible that there will be more fireworks this upcoming
51 weekend (July 13 & 14).
52

53 **c. Beaches – Main & Mothers:** Some questions were discussed regarding whether the bouys on
54 Mother's Beach were in too close. Mike will have a work-party in the near future to make
55 adjustments to the bouys.
56

57 **d. Dam:** The Chairperson for the dam was not present. Gerry Dufresne asked for confirmation that
58 he should clear the dam lot with his brush hog. President Panek confirmed that request; Gerry
59 promised to do so in the near future.
60

61 **e. Environmental Chairperson:** Chairperson Ralph Sherman reported that the water quality tested
62 excellent, and should remain in good condition all summer. The entire Board had a discussion on
63 how to control contamination by boats being moved from other lakes to Lake Chaffee. No action
64 was decided at this time.
65

66 **f. Roads:** No reports.
67

68 **g. Fund Raising:** While the Craft Fair was described as an overall success, there were discussions
69 on what could be done to improve the Craft Fair next year. The biggest opportunity was identified
70 as getting more members of the public to attend.
71

72 "Good Job!" to everyone who worked on the Craft Fair!
73

74 **h. Tax Collection:** The Board was informed that there is a requirement to submit a form M-1 to the
75 State of Connecticut regarding the Lake Chaffee Association's revenue. This report is due on July 31
76 of any year, which conflicts with the timing of LCIA's budget, which is not approved until August of
77 any year. Vice President Tom Martin will sign and submit a request for a waiver from the State.
78

79 Letters have been sent to the most seriously past-due residents, with replies received from several.
80

81 President Panek discussed the situation and plans for continuing to deal with residents who are past
82 due in their payments, since these delinquent funds are a serious constraint to the work of the LCIA.
83

84 **i. Hall:** Nothing to report on the Hall.
85

86 **j. Website:** No discussion of the Website.
87

88 **8. Old Business:** A Power of Attorney form was received regarding 40 Deerfield
89

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90 Concerns were discussed regarding repairs to the road at 41 Circle Drive. Vice President Tom
91 Martin will contact LCIA's attorney to have a lien placed on the property to ensure appropriate
92 repairs can be made.

93
94 No update regarding the removal of the unauthorized telephone pole.

95
96 Mike Panek is coordinating with the plumber regarding the upgrading of the toilets in Pirzl Hall.

97
98 Street signs are needed on Armitage Court and on Shorefront. Gerry has the posts, and plans to do
99 this work when he returns from Canada.

100

101

9. New Business: Several items were discussed:

102

103 Who is picking up LCIA mail, and how often? Is there a system in place to ensure that important
104 mail is promptly delivered to the BOD officer who needs it? It was agreed that the Treasurer would
105 pick up the mail every two weeks, and route the mail to the appropriate Board Officer(s).

106

107 Secretary Kathy Little agreed to develop a list of the roles and responsibilities of all Board members
108 and Officers.

109

110 Two additional issues were discussed: Unregistered and possibly inoperative vehicles on Maple
111 Drive, and neglected property, also on Maple Drive. Gerry Dufresne will discuss the matter with
112 appropriate individuals.

113

114 **10. Adjournment:** A motion to adjourn was made by Bob Corriveau and seconded by Tom Martin,
115 and passed unanimously. The meeting adjourned at 8:56 pm.

L.C.I.A Treasurer's Report

June 2019

	Budget			Prior Years	
	2018-2019	June 2019	Year to Date	2017-2018	2016-2017
INCOME					
Taxes	\$48,800.00	\$867.25	\$38,202.39	\$22,943.95	\$23,982.37
Past Tax + Interest + Fees	\$3,500.00	\$367.00	\$4,396.62	\$6,567.27	\$6,445.41
Donations	\$0.00	\$0.00	\$2,532.50	\$5,513.00	\$5,954.52
Rent	\$350.00	\$0.00	\$175.00	\$350.00	\$175.00
Fund Raise	\$1,000.00	\$0.00	\$1,154.00	\$1,653.00	\$160.00
Website + Newsletter	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Int. + Other LCIA Accnts	\$0.00	\$1.37	\$24.99	\$15.09	\$12.23
Other	\$0.00	\$0.00	\$125.00	\$7,843.92	\$100.00
From Other LCIA Accounts	\$0.00	\$0.00	\$0.00	\$3,205.00	\$0.00
Totals	\$53,650.00	\$1,235.62	\$46,610.50	\$48,091.23	\$36,829.53
EXPENSE					
Hall Bldg Maint. + Septic	\$750.00	\$0.00	\$1,151.59	\$725.00	\$0.00
Hall Utilities (Elec + Heat)	\$2,250.00	\$0.00	\$1,746.05	\$2,105.19	\$1,082.81
Office Expense	\$350.00	\$63.79	\$63.79	\$65.91	\$197.74
Mail + Postage	\$500.00	\$159.83	\$385.83	\$1,048.66	\$351.44
Road Repair+Pave+Brush	\$12,250.00	\$0.00	\$7,408.94	\$1,752.65	\$2,105.15
Road Snow Plow + Sand	\$19,000.00	\$0.00	\$13,000.00	\$19,425.00	\$12,837.50
Insurance	\$9,400.00	\$1,416.00	\$9,557.20	\$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	\$4,210.00	\$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	\$5,000.00	\$0.00	\$0.00
Website + Newsletter	\$250.00	\$0.00	\$346.71	\$115.01	\$0.00
Other Contingency	\$250.00	\$0.00	\$0.00	\$0.00	\$35.00
Miscellaneous Expense	\$0.00	\$0.00	\$470.00	\$225.00	\$0.00
Lake Dam	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00
Totals	\$53,650.00	\$1,639.62	\$47,610.43	\$51,052.46	\$31,574.79

General Fund Balance	
August 1 st 2018 Starting Balance	\$16,385.89
Total Year Income	\$46,610.50
Total Year Expense	(\$47,610.43)
Balance (thru 6/30/2019)	\$15,385.96

Other Accounts		
Special Checking Account	Special Use	\$9,620.34
LCIA Savings Account	Misc.	\$14,889.24
Lake Savings Account	Lake & Dam	\$6,810.59
	Total	\$31,320.17

L.C.I.A Treasurer's Report

June 2019

Transaction Detail

Account No. // Tran Type	Description	Amount	Check Date	Transaction Date
6720				
Income				
Int. + Other LCIA Acnts	Interest	1.47	6/29/2019	6/29/2019
8600				
Income				
Int. + Other LCIA Acnts	Interest	1.37	6/10/2019	6/10/2019
Expense				
Office Expense	Printing (Ink) for Summer Newsletter - Kathleen Little (Portion of check) - #1562	63.79	6/18/2019	6/25/2019
Mail + Postage	Mailing for Summer Newsletter - Kathleen Little (Portion of check) - #1562	159.83	6/18/2019	6/25/2019
Insurance	Marc D Glass Agency - Directors and Officers Liability - #1561	1416.00	6/17/2019	6/18/2019
8960				
Income				
Int. + Other LCIA Acnts	Interest	0.82	6/10/2019	6/10/2019