

AMSTON LAKE DISTRICT

Board of Directors Regular Meeting Minutes

July 15, 2020

7:00 P.M.

Remote meeting via Zoom and phone

www.amstonlake.org

A. Call to Order

The meeting was called to order at 7:01 p.m.

B. Roll Call of Officers and Directors

Present: F. Hoisl, B. Pelegano, A. Connor, L. Bowen, J. Greenfield, T. LaMontagne, A. Fichtel, B. Ryan. Absent: T. Nixon.

C. Approval of Previous Meeting Minutes

Motion to approve the minutes from the June 17, 2020 meeting (T. LaMontagne/A. Connor). B. Ryan abstained, 5 directors approved and the motion passed.

D. Presentation of Correspondence

1. F. Hoisl was notified that trees on the Berglund property (the green across from Main beach) have widow-makers that need trimming. 2. He was asked about the possibility of making the beaches and ROWs non-smoking, or to have a designated smoking area. 3. A new resident asked about what the future plans are for Lollipop beach. 4. A resident asked about plans for hiring a lake manager.

E. Old Business – Discussion and Possible Action

1. Ryan Terrace ROW unauthorized work: F. Hoisl stated that in May of this year, without the knowledge or approval of the board, a group of residents paid a contractor to do some work at this ROW. He said that contractors should only have one point of contact, and it must be a board member. The families involved will be sent an ordinance violation letter and invited to speak at the August meeting, at which time the board will decide whether to issue fines and/or order restitution. F. Hoisl also recommended that, due to her role in this latest incident as well as a history of misconduct with regards to the board of directors, Marge Nichols be removed as steward of the Ryan Terrace ROW. It was further recommended that Ms. Nichols not be appointed to the Beaches and ROWs Committee for a period of one year.
2. Retention records: A. Connor has finished the sorting and labeling of ALD records in storage and requested permission from the State Administrator of Public Records to destroy records no longer required to be maintained.
3. Trailer parking area: The area is extremely overgrown and is home to a variety of trailers and abandoned boats, including a large boat with a gas engine. A. Connor will work with B. Ryan to inventory what is currently on this lot and attempt to contact the owners of these items. They will also contract to at least weed-whack the area for now. There needs to be a plan for this area going forward.
4. Trash on the points in the NE cove: F. Hoisl has not yet contacted the landowner, but will send him a letter this month.

F. Task List and Action Items

F. Hoisl went over the task list for July and August and reminded the directors that each month they should go through the list and make sure that none of the items they

are responsible for get overlooked.

G. Recognition of Guests, Residents, and Property Owners

Pat Kaneda, 113 Deepwood Drive, Lebanon: Asked A. Connor if she was acting in an official capacity when, in previous years, she issued payments to contractor Brett Harlow to cut brush on District property. A. Connor said yes.

H. Receive President's Report

1. F. Hoisl welcomed the two new members to the board, Teri Nixon and Bill Ryan.

I. Receive Treasurer's and Tax Collector's Reports

1. Both the treasurer's and tax collector's reports have been posted to the website. 2. A. Connor reported that although the June financials have been posted, there are an additional \$2-3,000 worth of payments for June that are expected to come in. 3. She also asked A. Fichtel to look into why we have not received any invoices for the porta-potties yet this year. 4. A. Connor stated that she had combined the District savings accounts at TD Bank on June 30 but our accounting system will still account for the funds separately. Each account is covered by FDIC up to \$250,000; account balances greater than that will need to be closely managed by moving money into our checking account. 5. Tax Collector E. Curtin reported that after a glitchy start, the online bill pay system for the District taxes is up and running, and we have received online payments of more than \$3,100 to date.

J. Consider and Act Upon Standing and Special Committees' Reports

1. Lake Health: 1. F. Hoisl reported that Aquatic Ecosystem Research (AER) will be at the lake on Saturday, July 18 to do a plant survey. 2. The committee has a meeting scheduled with the town of Lebanon to discuss the plunge pool at the bottom of Manion Lane, as well as the possibility of cost-sharing. 3. Committee member Kathy Garvie is working on a homeowners' guide to lake health, similar to one that Candlewood lake has. 4. A new District resident who has lived on lakes in the past emailed the committee wondering what the District policy was on lily pads. It was explained that we are no longer spraying or removing them.
2. Beaches and ROWs: T. Nixon has assumed the role of chair for this committee. She was not at the meeting but F. Hoisl read an email that she had sent to the other directors with questions about various items from the committee. B. Pelegano had responded to her with answers to several of her questions and F. Hoisl will meet with her to discuss some of the other items.
3. Security, Boats: 1. A. Fichtel has taken over as committee chair for security and says the new guards are working out well. He requested that if anyone is experiencing a security issue, it is more helpful to contact him as the issue is happening, rather than after the fact. 2. Each guard will be given new signs to put by their station to remind people that the beaches are for residents only, and no one will be allowed to enter without a pass. 3. The District has ordered new warning stickers to be placed on vehicles and watercraft without current tags. Security will make note of the vehicle license or watercraft description, and repeat offenders will be subject to fines and removal. 4. A. Fichtel is working on

editing the welcome letter, as we have many new residents in the District. 5. There is a new swim raft in the SE cove, which appears to violate ordinance 2008.9(b) by being more than 40' from shore. L. Bowen offered to help find the owner.

4. Lebanon Roads: 1. B. Pelegano has taken over as committee chair for the Lebanon roads. He met with former board member Allison Stec, who turned over her notes and documents to him. She will be sending Clerk L. Bowen a copy of the most recent snow removal contract. 2. B. Pelegano will be meeting with contractor Brett Harlow (BASE construction) regarding general maintenance of the roads. 3. He will be investigating the possibility of paving one or two of the smaller roads, in an effort to repair the roads more long-term. 4. A. Fichtel stated that he is aware that engineer Joe Polulech has come up with a design for the bottom of Manion but asked if thought had been given to slowing down the flow of water from the top of the roads, rather than just dealing with it once it gets to the bottom. 5. F. Hoisl stated that they are trying to come up with a standard plunge pool plan that would be used at all the ROWs, and sized differently depending on circumstances.
5. Signs: T. LaMontagne reported that the new signs for the security guards had come in.

K. New Business - Discussion and Possible Action

1. Ordinance violation protocol: A. Connor drafted a document clarifying the ALD ordinance on violations. A discussion ensued about whether or not such a document was necessary, and some of the directors felt the board needed to do a better job of being consistent with the steps taken for ordinance violations. The discussion will continue at the August meeting.
 - a. Orange boat and others: It was reported that this boat has been the subject of numerous complaints, the most recent being that the owner dumped the water and trash inside of it into the lake. The person who saw this take place will be asked to provide pictures and then the District will send the owner an ordinance violation letter.
 - b. Swim raft in the SW Cove: This was addressed earlier under Security.
 - c. Rogue dock at Cove ROW: The owner was sent an ordinance violation letter in early July, with the option of appearing at the July BOD meeting, but he was not in attendance. As the property is under contract for sale, F. Hoisl will contact Atty Cohen to place a lien on the property for reimbursement of the fees the District paid in 2019 to remove the dock.
2. Policy manual: A. Connor would like to create a policy manual for the directors, to provide guidance and clarity when new directors join the board.

L. Prepare Agenda for Next Meeting

Nothing to add at this time.

M. Adjournment

Motion to adjourn (A. Connor/T. LaMontagne) passed unanimously at 9:18 PM.

Respectfully submitted by,
Liz Bowen, Clerk
Amston Lake District

Please refer to subsequent meeting minutes for approval of these minutes and any corrections hereto.