

## **WALKER LAKE LANDOWNERS ASSOCIATION**

BOARD OF DIRECTORS  
REGULAR MEETING MINUTES  
SATURDAY, FEBRUARY 24, 2018

### A. CALL TO ORDER

The regular board meeting was called to order at 10:10am by interim president Janice Hahn.

### B. SALUTE TO THE FLAG

### C. ROLL CALL

Members present: Darlene Challacombe, Michael DeVita, Tom Farley, Janice Hahn, Ron Lisciandrello, Mike Misciagno, Rose Murphy, Vicky Perrotta, Carol Reynolds, Wendy Wishnie, and Richard Woolsey

Present via phone: Mario Aieta

Absent: Frank DuBowski

### D. READING AND APPROVAL OF MINUTES

The Minutes of the January 20, 2018 Meeting were reviewed via email prior to the meeting. Motion made by Carol Reynolds to approve the Minutes as presented, seconded by Darlene Challacombe. All voted aye, motion passed.

### E. REMARKS BY ATTORNEY FARLEY

1. Discussion of properties going for sheriff sale in WLLA- with all taxes and liens, free and clear of all taxes and liens or judicial sale, and then the repository. The repository is where the HOA has the opportunity to purchase lots for \$1.00 and the property remains green space and is never sold, or purchase for \$1250.00 and can resell the property to a third party at a profit to benefit the community. Profit is not against our tax exempt status as long as it is proved it is applied to community costs. The board as a whole must consider and decide if and how they want to purchase the available lots. Janice will pull

the properties in question and distribute to each board member for consideration in the event they go to repository.

2. Aqua link contracts were reviewed and approved with one correction.

3. Request went to the bank for the documents on our outstanding loan 3 weeks ago, and has been assured by the bank all documents should be received by him next week, including the commitment letter for the loan and all supporting documents.

4. Request to move forward on writing amendments to our constitution to meet the Hinkel Estates agreement. We need to rely on past practice if officers are also board members, therefore Attorney Farley states it must be decided by the board. He prefers we keep an odd number. Michael DeVita presented his proposal for 2018 Elections to Attorney Farley, which is to be emailed to the board for consideration and vote.

MOTION made by Michael DeVita to amend the constitution to meet with the Hinkel Estates agreement, seconded by Vicky Perrotta. All voted aye, motion passed.

#### F. NEW BUSINESS

Three resignations from the board have been received

1. MOTION to accept the resignation from Howard Drake made by Michael DeVita, seconded by Darlene Challacombe. All voted aye, motion passed.

2. MOTION to accept the resignation from Kurt Boogertman, made by Darlene Challacombe, seconded by Carol Reynolds. All voted aye, motion passed.

3. MOTION to accept the resignation from Scott Rando effective 11:59pm on January 31, 2018, made Carol Reynolds, seconded by Vicky Perrotta. All voted aye, motion passed.

4. A letter will be sent to Frank DuBowski asking for his resignation due to absences and term expiration.

Motion

MOVE TO EXECUTIVE SESSION 10:30 AM

RETURN FROM EXECUTIVE SESSION. 11:02 am

Five letters of intent for the 3 open board seats were received and reviewed in executive session. The new interim board members appointed are: Janice DiMaio, William McCarthy, and Paul Palladio

1. MOTION made by Carol Reynolds to appoint Bill McCarthy as interim board member, seconded by Darlene Challacombe. All voted aye, motion passed.

2. MOTION made by Carol Reynolds to appoint Janice DiMaio interim board member, seconded by Darlene Challacombe. All voted aye, motion passed.

3. MOTION made by Vicky Perrotta to appoint Paul Palladino interim Board member, seconded by Wendy Wishnie. All voted aye, motion passed

All letters of intent must be resubmitted for future board openings.

#### CONTINUING NEW BUSINESS

1. It has been determined we need to hire a part time office assistant with working hours to be Wednesdays and Saturdays from 9am-2pm. at \$15.00/hour, and no benefits. The candidate must be proficient at Quick Books. Discussion over whether the assistant should be an independent contractor or an employee, decided they will be an employee. Suggestion made for a job description with salary, potential review for salary increase and a nondisclosure agreement to be written prior to hire and turned down. Janice Hahn wants hours to remain as they are until assistant is hired.

MOTION made by Paul Palladino to advertise and hire an office assistant, seconded by Vicky Perrotta. All voted aye, motion passed.

2. Question regarding Maple Park Drive road maintenance and fire hydrant snow cleaning. The residents of Maple Park are responsible as per restrictive covenants. After establishment that a fire hydrant exists, Maple Park residents are responsible to clear the snow for the fire department to access to said hydrant.

3. Janice Hahn reported results of investigation into \$647 bill received from Advantage Oil last month. She discovered we have 2 furnaces with a maintenance contract in arrears for both plus \$47 finance charge. Discussion opened with Janice Hahn defending why she used her personal credit card to pay \$600.00 to Advantage Oil for the current and past contracts. Check was approved at last board meeting for \$300.00 to be paid to

Advantage Oil for the past maintenance contact and awaiting signatures. The remaining \$347.00 was tabled until discovery of remaining balance at this meeting. Heated discussion transpired between board members stating current approved policies and procedures that are in place are not being followed and no payments are to be made without prior board approval or from personal accounts. Janice reported she had her personal credit card payment reversed and the finance charge removed. We no longer have a maintenance contract for either furnace for this current year but will be eligible in September 2018 if we chose. We are on a as needed basis for oil and repairs. The \$300 payment approved to pay Advantage Oil last month was applied to the service of the furnaces last month, with a balance remaining and awaiting board approval.

4. Ron Liscandrello requested discussion of a procedure to handle emergency payment situations. Janice Hahn requested \$250 for office supplies and water from Staples.

MOTION by Michael DeVita to set aside \$250 for office supplies, with bill presented at next meeting for payment, seconded by Wendy Wishnie. All voted aye, motion passed.

MOTION by Carol Reynolds to set aside \$1000 in Emergency funds so action can be taken as needed for legitimate emergency situations, to be executed by the officers with bills presented for payment at the next board meeting, seconded by Darlene Challacombe. All voted aye, motion passed

TREASURER'S REPORT (see under treasurer reports)

#### MOTIONS FOR CURRENT INVOICES

1. Motion made by Ron Lisciandrello for \$325 for antiskid, seconded by Vicky Perrotta. All voted aye, motion passed.

2. Motion made by Ron Lisciandrello for \$120 to pay our cleaning man, seconded by Carol Reynolds. All voted aye, motion passed.

3. Motion made by Ron Lisciandrello for \$76.50 to pay County Waste for March, seconded by Mike Misciagno. All voted aye, motion passed.

4. Motion made by Ron Lisciandrello to pay Attorney Farley \$1942.50 for the period January 4-February 13, 2018, seconded by Paul Palladino. All voted aye, motion passed.

5. Motion made by Ron Lisciandrello for \$79.46 to pay Blue Ridge, seconded by Darlene Challacombe. All voted aye, motion passed.

6. Motion made by Ron Lisciandrello to have Mike DeVita look into F-secure from Blue Ridge for the office computers, seconded by Mike Misciagno. All voted aye, motion passed.
7. Motion made by Ron Lisciandrello to pay \$397.52 to pay Meyer and Meyer, the last quarterly bill, seconded by Carol Reynolds. All voted aye, motion passed.
8. Motion made by Ron Lisciandrello \$1620.00 to pay Peak Performance for services through January 26, 2018, seconded by Carol Reynolds. All voted aye, motion passed.
9. Motion made by Ron Lisciandrello to pay \$4374, final installment to Frenchman Excavation, seconded by Mike DeVita. All voted aye, motion passed.
10. Motion made by Ron Lisciandrello to pay \$15 to Pike County for GIS printout October-December 2017, seconded by Darlene Challacombe. All voted aye, motion passed.
11. Motion made by Ron Lisciandrello to pay Bill Owens, accountants \$2336.25 for the period of January 12-20, 2018, seconded by Vicky Perrotta. All voted aye, motion passed
12. Motion made by Ron Lisciandrello to pay \$153 to County Waste for the period of January-February, seconded by Mike DeVita. All voted aye, motion passed.
13. Motion made by Ron Lisciandrello \$1169 to Attorney Farley for the period of December 1-31, 2017, seconded by Darlene Challacombe. All voted aye, motion passed.
14. Motion made by Ron Lisciandrello to pay \$400 to Homeland Security for the month of January 2018, seconded by Darlene Challacombe. All voted aye, motion passed.
15. Motion made by Ron Lisciandrello to sign the \$962 check to pay the locksmith, seconded by Vicky Perrotta. All voted aye, motion passed.
16. Motion made by Ron Lisciandrello to pay Advantage Oil \$1398.94 for 521 gallons of fuel oil, seconded by Mike DeVita. All voted aye, motion passed.
17. Motion made by Ron Lisciandrello to pay Advantage Oil \$275 for furnace cleaning, seconded by Mike DeVita. All voted aye, motion passed.
18. Motion made by Ron Lisciandrello to pay Frenchman Excavation for antiskid \$650, seconded by Michael DeVita. All voted aye, motion passed.

19. Motion made by Ron Lisciandrello to pay Zavada \$1070 for January 2018 services, seconded by Vicky Perrotta. All voted aye, motion passed.

20. Motion made by Ron Lisciandrello to sign the check for \$2180 for Peak Performance made out last month, seconded by Carol Reynolds. All voted aye, motion passed.

21. Invoice for PN Security for \$63.00. Needs further investigation prior to payment

## COMMITTEE REPORTS

1. Roads Committee – (See under committee reports)

MOTION made by Carol Reynolds for a budget of \$1300 to order up to 4 loads of antiskid if necessary, seconded by Vicky Perrotta. All voted aye, motion passed.

2. Finance Committee- The committee had a meeting January 28. (See under committee reports)

3. Membership Committee - The Committee met and discussed the question of directors and officers. Next election will stagger terms of office. (See under committee reports)

4. Program Committee - suggestion are being made to establish some programs. A donation of a framed Walker Lake map was made by Linda Verge. Volunteers needed. (See under committee reports)

5. Rental Committee – (See under committee reports)

6. Lake Committee - Report to be attached. Deadline to request lily pad spraying is May 31, 2018.

MOTION made by Paul Palladino to approve the water quality monitoring contract for \$5175, seconded by Vicky Perrotta. All voted aye, motion passed.

MOTION made by Vicky Perrotta to approve the aquatic plant survey in the amount of \$2650, seconded by Carol Reynolds. All voted aye, motion passed.

MOTION made by Wendy Wishnie to approve the fishery survey in the amount of \$2250, seconded Carol Reynolds. All voted aye, motion passed.

MOTION made by Janice DiMaio to approve option 3 of the contract for treatments of

submerged plants including bladderwort in the amount of \$2395. All voted aye, motion passed.

Request made to Roads Committee to provide the Lake Committee with the specifications of the antiskid.

7. Publicly Committee - Art Politano needs to be removed from the Friends of Walker Lake Facebook page. Administrator needs to be discovered. (See under committee reports)

8. Rules and Regulations - the Red Book needs clarification (See under committee reports)

9. Security Committee - Options being explored on how to use Homeland Security better and possibly suspend services until more research is done.

10. Beach and Grounds - Research into the details of the retaining wall at the clubhouse beach. (See under committee reports)

MOTION made by Michael DeVita for \$75 to purchase 150 first class stamps, seconded by Vicky Perrotta. All voted aye, motion passed.

PUBLIC SESSION began at 2:15pm. See attached attendance sheet.

MEETING ADJOURNED AT 3:20 pm.