

**Ashford Lake Property Owners' Association Board Meeting
January 5, 2017
184 Westford Road, Eastford, CT**

1. Call to Order: Tom Barry

Tom Barry called the meeting to order at 7:20 PM.

Those Board members present were: Tom Barry; Denise Pillion; Don Judson; Sue Orcutt and Ann Milner. Jason Pufahl attended by phone.

Absent were: Walt Wassil; Pat O'Leary; Mindy Carpenter; Lisa McAdam Donegan

2. Minutes: Ann Milner

The December 2, 2016 Board Meeting minutes were approved as submitted.

3. Treasurer's Report: Don Judson

Below is an executive summary of our account activity for December, including expenses, outstanding assessments, and year to date payment activity:

Checking Account

| | |
|--|-------------|
| Beginning Balance | \$28,609.28 |
| Deposits | \$2,925.00 |
| Interest | \$0.41 |
| Payments to: Mansfield Tree Service \$2,000 Plowing / Sanding on 12/5/2016 & 12/12/2016, 2 @ \$650 Plowing & 2 @ \$350 Sanding, Mansfield Tree Service \$2,250.00 12/15/16 Sanding \$350.00 12/17/16 Plow/Sand 4"-8" Storm \$1,200.00 12/18/16 Sand \$350.00 12/24/16 Sand (Flash Freeze) \$350.00, ARB Lawncare \$550 Swale Cleaning (Lakeside, Sunset, ALD), SOLitude Lake Management \$1,100 50% deposit on phragmites treatment. Harland Clarke \$25.05 Check re-order for People's United Bank (Ordered on 12/15/16; will be debited from acct. within 14 days), USPS \$12.94 Certified Mail Postage for Small Claims, Thomas Barry \$2.19 Envelopes for Small Claims Packets, Clerk of the Superior Court \$95.00 Small Claims filing fee (Meloche), From 12/2/16 Board Meeting Minutes: Tom motioned to make a transfer of \$5,000 to the capital fund at end of December. Jason second the motion. All were in favor of the motion. | \$11,035.18 |
| ENDING BALANCE | \$20,499.51 |

Capital Fund

| | |
|--|-------------|
| Beginning Balance - Savings Account | \$48,634.44 |
| Deposits | \$5,000.00 |
| Interest | \$5.90 |
| ENDING BALANCE | \$53,640.34 |
| Beginning Balance - Certificate of Deposit | \$37,581.21 |
| Interest | \$30.78 |
| ENDING BALANCE | \$37,611.99 |
| Total Capital Fund | \$91,252.33 |

Outstanding Assessments

% of Owed

| | | |
|--|-------------|---------|
| Delinquent Previous plus Current year (17) | \$17,750.75 | 92.15% |
| Current year only (3) | \$880.00 | 4.57% |
| Current through 3/1/16 (2) | \$632.50 | 3.28% |
| Total Owed (22) | \$19,263.25 | 100.00% |

* Total includes \$987.50 in 2016 late fees to 22 Property Owners

2016 Payments

| | |
|-----------------------------|-------------|
| 2016 Assessment Total (129) | \$73,305.00 |
|-----------------------------|-------------|

2016 Assessments Received

% of Assessment

| | | |
|--------------------------------------|-------------|--------|
| Paid in Full (106) | \$61,171.20 | 83.45% |
| Current year only (3) | \$700.00 | 0.95% |
| Delinquent Previous plus Current (0) | \$0.00 | 0.00% |
| Current through 3/1/16 (2) | \$925.00 | 1.26% |
| Total Paid (111) | \$62,796.20 | 85.66% |

| | |
|----------------------------|-------------|
| Payments to prior balances | \$19,324.97 |
|----------------------------|-------------|

| | |
|---------------------------------|-------------|
| Total Payments Received in 2016 | \$82,121.17 |
|---------------------------------|-------------|

4. Approve Budget for 2017: Don Judson

- Don reviewed the 2016 general ledger. ALPOA finished year with \$20,500 in cash. The majority of the under spending is from plowing/sanding. He concluded that the Board exercised good fiscal responsibility for the year.
- Don then reviewed each line item of the updated 2017 budget.
- Tom made a motion to approve the 2017 budget as presented by Don. Denise second the motion. All were in favor.

5. Other Financial Matters: Small Claims, Final 2016 Billing, First 2017 Billing: Tom Barry

Small Claims

There currently is one property in small claims (26 Sunset Dr.). Tom had received no reply from the owner from any of the notices sent so filed the small claims. After which the owner sent a payment of \$800.00.

Final 2016 Billing

Statements were sent December 31st to those with outstanding balances. Late fees were added to these bills. They were told that if the balance is paid by January 16, 2017 the late fee will be waived.

First 2017 billing

New bills should go out by February 1, 2017. Payment is due March 1st. The option of payment plans will be included for those who were in arrears and now have \$0 balance to ensure they continue to be current.

6. Committee Reports

Roads Committee Report: Tom Barry

Unpaved roads are deteriorating due to the freezing and thawing process and plowing. Potholes will be filled as needed during the winter. The condition of the roads will be assessed in the spring.

Environmental Committee Report: Tom Barry

The Canada Goose Nest / Egg Depredation permit has been renewed for March 1 - June 30, 2017. Information will be put on the website and signs regarding watching for nests by March 1st.

Communications Committee Report: Ann Milner

A welcome basket was delivered to 64 Ashford Lake Dr.

7. Any other matters

The ALPOA attorney was consulted regarding access to Hollon's Farm Drive property.

8. Next Meeting:

The next meeting will be the March 7, 2017 at 7:00 pm at Ann Milner's home, 86 Ashford Lake Dr.

9. Adjournment

At 8:20 Tom motioned to adjourn and Ann second the motion.

Respectfully submitted,
Ann Milner
Recording Secretary
January 6, 2017