

**Ashford Lake Property Owners' Association Board Meeting**

**Zoom**

**June 18, 2024**

**1. Call to Order: Tom Barry**

Tom Barry called the meeting to order at 7:08 p.m.

Those Board members present were: Tom Barry, Paul Brown, Nancy Conlan, Arta Dobbs, Don Judson, Denise Pillion, Diane Preble, Jason Pufahl, Brent Raymond and Ann Milner.

Absent were: Robin Clapp, and Pat O'Leary.

Homeowners Present was: Judy Campbell.

**2. Approve Meeting Minutes**

Tom moved to approve minutes of may Board Meeting as submitted. Don seconded the motion. There were no comments. All present were in favor.

**3. Treasurer's Report: Don Judson**

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

Checking Account

Beginning Balance	\$58,205.88
Deposits	\$1,860.75
Interest	\$0.00
Payments to:	
M&T Bank \$33.30 Credit Card Processing Fees	\$33.30
ENDING BALANCE	\$60,033.33

2024 YTD Spend

Expenses and projects \$12,268.92

Capital Fund

Beginning Balance - Savings Account	\$34,714.95
Deposits	\$0.00
Interest	\$2.95
ENDING BALANCE	\$34,717.90
Beginning Balance - Certificate of Deposit	\$40,966.11
Interest	\$148.41
ENDING BALANCE	\$41,114.52
Total Capital Fund	\$75,832.42

Outstanding Assessments

% of Owed

Delinquent Previous plus Current year (9)	\$15,403.00	45.13%
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Current year only (19)	\$11,530.00	33.78%
Current through 3/1/24 (19)	\$7,200.00	21.09%
Total Owed (48)	\$34,133.00	100.00%

2024 Payments

2024 Assessment Total (131 Property Owners, 143.11 Assessments)	\$85,866.00
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2024 Assessments Received

% of Assessment

Paid in Full (84)	\$60,384.75	70.32%
Delinquent Previous plus Current (6)	\$2,480.00	2.89%
Current year only (3)	\$800.00	0.93%
Current through 3/1/24 (19)	\$9,145.00	10.65%
Total Paid (112)	\$72,809.75	84.79%

Payments to prior balances	\$0.00
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% of Budget

Total Payments Received in 2024	\$72,809.75	84.79%
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Executive Summary

Don reviewed the April Executive Summary. There was only one bill in June. Our checking account balance has plenty of funds for our planned projects this summer. The assessments received is ahead of this time last year. The savings account interest earned is less than last month because we had a special promotion which expired. Don signed up for another interest promotion of 3.92% until September.

General Ledger

Don reviewed the General Ledger. There wasn't much activity since we spent very little. We had a credit from the credit card processing promotion, so we have paid no credit card processing fees this year.

Delinquencies/Small Claims

There is a small claims hearing scheduled for late June for one property owner who has been unresponsive to all ALPOA contacts. The defendant proposed \$140 a month until the balance is paid off. We will wait for judge's ruling.

Expenditure

Brent reported that the invoice for the boat rack invoice has not been received yet, but it will be well under budget at \$350. Tom made a motion for as soon as the invoice is received, Tom will pay it. Don second the motion. All those present were in favor. Thank you, BJ Giubardo, for constructing the boat rack and Brent for coordinating the project!

**4. Committee Reports**

## **Roads and Grounds: Tom Barry**

### Major Projects Proposals & Birchwood Drive Drainage Repair

Tom emailed the Board the proposals for the major projects for 2024. He recommended accepting the proposals from P. Willis Construction because the prices were reasonable, and Willis has done good work for us in the past. Since the June Board Meeting was rescheduled two weeks later than usual and Tom did not want to delay accepting a proposal, the Board took a vote by email. (See attached proposal and email vote below.) Tom signed the proposal as submitted by P Willis Construction. The work will begin as soon as schedule permits are received, possibly in early July.

The Board also approved the Birchwood culvert swale repair and lower Lakeside repair by email. JR Cyr Construction completed the work, and the payment was sent.

### Dead tree Removal

There is a dead tree in the swale on Birchwood. Tom will contact Mansfield Tree to remove it.

### Road Line Striping

Tom and Harry will paint shortly.

### Speed Bump Painting

Tom will ask Rob Trotta and Gary Caye, who did it last year, to paint the speed bumps.

### Speed Bump Sign

Paul reported that the speed bump on Westview is hard to see the sign and cars have been hitting it very hard. He can make an all-weather corrugated sign at no cost and put it closer to the speed bump.

### Dirt Bike

There has been a dirt bike riding around the lake.

### North Road Tree Stump

Brent reported that he is not getting a response from the Town after repeated calls about the tree stump at top of Sunset on town property. Tom will also contact the Town.

### Sunset Beach Accessibility

Brent reported that there is a child with a wheelchair who uses Sunset Beach. It would be helpful if the curb was not so steep to be more accessible. When we have the paving done in that area, Tom will ask what can be done.

### Sunset Beach Sand

Suggestions were made for how to get new sand delivered to Sunset Beach without the delivery vehicle getting stuck. P Willis Construction may have something and will be asked when they are completing work in the area. Brent and Jason offered to rake to sand in the meantime.

## **Environmental: Arta Dobbs**

### Water Quality

Arta has been monitoring the water quality, temperature and the amount of pollen on the surface. She sent pictures to the DEEP. That has dissipated.

### Wildlife

There were no nesting geese this year and those that were visiting have left. The heron is here enjoying the lake and the raft. Thank you, Brent, for cleaning the raft! Other wildlife seen has been a family of foxes, snapping turtles, and a bear.

The raccoons are still using the abandoned home on Ashford Lake Dr. There is video evidence to send to the health department. Tom will contact health department and the homeowner again.

## **Recreation: Denise Pillion**

### Garden Tour

There was a nice turn out for the June Garden Tour and Plant Swap which included new gardens to view.

### July 4<sup>th</sup> Boat Parade

The Boat Parade will be on July 4<sup>th</sup> at 6:00. The rain date is July 5<sup>th</sup>.

### Beach Rafts

Brent has made a new anchor for the Sunset Beach raft and he and Denise will attach it.

Don has researched purchasing ladders for the rafts at East and Sunset Beaches. There are aluminum ladders that the manufacturer of the rafts makes for \$400 each. The ladders flip up when the rafts are taken out of the water. The pros and cons of having ladders were discussed. It was decided to try ladders one more time since we were under budget with the boat rack. Jason motioned to purchase and replace two ladders for the rafts. Don will reinforce the ladders. Don seconded the motion. There were nine votes for and one opposed and no abstentions.

#### Boat Rack Procedures and Application

The new rack is ready to be used. The old one may need some reinforcement. No one has contacted the Board regarding the boats without stickers that were removed from the rack. A note needs to be put on the boats without stickers. They will be put by the road at the end of the season. It was decided to implement the Boat rack procedures and application process in 2025 so that a notice can be mailed to all property owners with the January bills. For 2024, boats using the racks will be required to have stickers and removed by November 1<sup>st</sup>. Boats without stickers will be removed.

#### **Community Safety: Brent Raymond**

Brent reported that compliance with beach policy is an issue again. Guests are unaccompanied by ALPOA members. Teenagers are walking to the beach from outside the Association. If people using the beach are causing problems, the state police can be called. Ann will send Board members the notes for cars without stickers.

#### **5. Next Meeting**

The next Board meeting will be held on August 6<sup>th</sup> at Denise's home, 73 Lakeside Dr.

#### **6. Adjournment**

At 8:18 p.m. Tom motioned to adjourn the Regular Session of the Board meeting and move to Executive Session. Ann seconded the motion. All present were in favor.

Respectfully Submitted,

Ann Milner  
Recording Secretary  
July 5, 2024

## **Ashford Lake Roads Major Projects for 2024 Amount Budgeted: \$29,000.00**

### **Proposals from P. Willis Construction**

1) Farm Drive Swale. Wetlands mandated in 2018. (See Wentworth Engineering Plan – Area 3)

**\$2,475.00**

2) Paving: Section between Sunset Drive & Birchwood Drive

**\$13,300.00**      **Based on \$85.00 per ton for asphalt.**

3) Farm Drive: Reconstruct rip rap swale from Pole # 690 to rip rap basin. Re-pave shoulder, approximately 95'.

**\$1,885.00 Swale; \$2,825.00 Paving**

4) Ashford Lake Drive Phase II: Remove sediment from swale & re-seed between Oakview Drive & house #39. Address stormwater flow into swale between Allevo & Dyer property. Possibly re-pave shoulder 8' x 115'.

**\$2,825.00 Swale; \$2,975.00 Paving**

5) Oakview Drive: Modify & extend swale at house #10 to re-direct run-off.

**\$2,250.00**

6) Re-grade & repair dirt roads as needed. Farm Drive, Sunset Drive & Lakeside Drive.

**\$2,986.00 w/existing material & \$486.00 per 18yds. gravel if needed.**

**Option #1** Do all (1-6)      **\$31,521.00**

**Option #2** Do all (1-6) but withhold paving on Item #4      **\$28,546.00**

The *entire* section between the speed bump by Robin & Chris Clapp's and Allevo's actually needs to be re-paved, not just the westerly shoulder. Since we put all our resources into that section of ALD last year, we could defer paving this year. This would bring us slightly under budget.

**Option #3** Do all (1-6) but withhold paving on both Item #3 & Item #4  
**\$25,721.00**

This would put us further under budget and leave more wiggle room than Option #2 in case of overrun on cost of asphalt, additional material for dirt roads or other issues that may come up.

However, not paving the shoulder on Item #3 will not correct the chronic issue of water not flowing into the swale, staying on the road and creating potholes where the pavement ends.

**Ashford Lake Property Owners' Association Board Email Votes for Major Projects  
May 28, 2024-June 8, 2024**

On Tue, May 28, 2024 at 1:00 PM Thomas Barry <[tpbarry@att.net](mailto:tpbarry@att.net)> wrote:

All:

Please see the attached recommended major roads projects for 2014. I am proposing that we accept the proposals from P. Willis Construction.

Prices are reasonable, and Willis has done good work for us in the past.

I have listed 3 options for your consideration and recommend that we select Option #2.

I would like the Board to make a decision at the June 4 meeting so that we can get this work scheduled in a timely manner.

I will not be available to start the meeting on June 4, but expect to be able to join while in progress. I would request that another officer of the Board chair the meeting in my absence, or we can schedule a start time of 8:00 PM, if preferable.

Tom

Milner <amilner657@gmail.com>

Wed, May 29,  
4:30 PM

to Thomas, ALPOA, ALPOA, secretary@alpoa.org, Diane, Denise, Nancy, Arta, Jason, robin@webdesignbyrobin.com, Brent, Paul, Pat

Hi All,

Thank you Tom for your work on obtaining the quotes and your summary of them. I would agree that Option #2 is the way to go to stay within budget. There is usually something unexpected that occurs that adds to the original cost.

Ann

treasurer@alpoa.org

Mon, Jun 3,  
4:56 PM

to Thomas, ALPOA, secretary, Diane, Denise, Nancy, Arta, Jason, robin, Brent, Paul, Pat

I agree that option 2 is best. This will get most of the planned projects done and leave us some buffer for unexpected expenses.

Don Judson  
Treasurer  
Ashford Lake Property Owners' Assoc – ALPOA

On Jun 3, 2024, at 5:24 PM, Jason Pufahl <jasonpufahl@gmail.com> wrote:

Tom,

Could we do option 2, but swap NOT doing Item 4 for instead NOT doing item 3? My rationale is that it enables ALD to get completed and attention can turn to other areas for next year.

If that doesn't make sense, or if people feel strongly that the Farm drive work is more important - then I would be fine with Option 2 as you currently propose it.

Thanks  
Jason

From [Nancy Conlan](#) on 2024-06-03 17:44

I also agree on Option 2. As far as swapping items 3 and 4, whichever is most important to the integrity of association property would be my vote.

Thanks,  
Nancy

From [Arta Dobbs](#) on 2024-06-03 19:45

Everyone :

I would be able to attend meetings on both date changes proposed : June 11 or June 18 will work for me.

With regard to the major projects, I am in support of Jason's suggestion of Option #2 and swapping out...Farm Drive paving number 3 ...for completing the ALD phase 2 with paving on number 4 so that all of ALD is completed this summer for the homeowners on ALD.

Kind Regards,  
Arta.

From [Thomas Barry](#) on 2024-06-03 21:04

**Clarification on Option 2:**

**Option 2 still does the drainage portion of Item #4, but simply withholds the paving, which was actually not part of the ALD Phase II Project.**

The Farm Drive work on Item #3 primarily addresses sediment washing into the lake.

There's also going to be a drainage fix up on Birchwood that was recently brought to the Board's attention that shouldn't be too costly but cannot be deferred.

Also, allocating the bulk our resources to the Ashford side of the lake for 2 consecutive years might not be a very good look in terms of distribution of assessment funds.

Tom

From [Paul Brown](#) on 2024-06-04 15:41

Option # 2 is fine with me . I agree with Willis performing The work as well.

The meeting is June 18 now correct ?

treasurer@alpoa.org

Jun 4, 2024,  
7:00 AM

to board

Thank you for your prompt replies to the meeting proposal and major projects question.

We have 7 votes for moving the meeting to June 18. We will update the meeting information on the website and meet on 6/18 at 7pm via Zoom.

We also have 7 votes for major projects option 2. If Jason and Arta find it acceptable, I propose we go with Tom's original option 2 proposal, for the reasons he stated in his clarification email. Jason and Arta, please reply to confirm agreement, or not.

Sincerely,

Don

Don Judson  
Treasurer  
Ashford Lake Property Owners' Assoc – ALPOA

Jason Pufahl

Jun 4, 2024,  
7:39 AM

to treasurer, board

Good Morning,

Option 2, as originally positioned by Tom, is acceptable to me.

I will move the Zoom meeting to the 18th.

Have a good day!

Jason

From [Arta Dobbs](#) on 2024-06-04 10:51

Everyone-

I will change my support to the original Option #2 in order to procure the summer work plans and award to Willis.

I do sincerely appreciate all the efforts that have gone into the plan of work. It certainly is not insignificant the amount of time that already has been spent to make this summer project run smoothly. I simply have concerns for the homeowners on ALD to be impacted for what might turn into 3 summers instead of 2 summers, if the work was not all done this summer. The equipment brought in to accomplish the separate items in the work plan would already be here and would not have to be brought in again for a 3rd summer of work.

Thank you to all the board members, especially Tom and Don, (and I am probably missing someone) who have done so much of the legwork to get this summer project rolling.

Kind Regards,  
Arta

Thomas Barry

Thu, Jun 6, 11:22 PM (12  
days ago)

to ALPOA, ALPOA

This is an estimate for 2 road maintenance items that need to be addressed.

1. Birchwood Drive. Clearing obstructed culvert and drainage swale.
2. South end Lakeside Drive ROW. Repairing potholes and grading edge of road to direct surface water to catch basin.

Justin has equipment on site and can complete these items *this Saturday* if the Board approves.

Please “reply all” w/ yea or nay upon receipt of this message. I will authorize Justin to proceed with this work unless I receive a majority of negative replies.

Tom

Nancy Conlan

Fri, Jun 7, 7:46 AM (11 days ago)

to Thomas, ALPOA, ALPOA

My vote is yes, sounds like it can be done expediently.

Just a quick question: is this project in addition to or part of the project Willis is going to do for us?

Thanks for all your hard work on this and for clarifying for me.

Nancy

denise pillion

Fri, Jun 7, 8:12 AM (11 days ago)

to ALPOA, Thomas, ALPOA

I approve the above

Denise

treasurer@alpoa.org

Jun 7, 2024, 8:33 AM (11 days ago)

to Thomas, ALPOA

I vote yes.

Don Judson  
Treasurer  
Ashford Lake Property Owners' Assoc – ALPOA

Arta Dobbs

Jun 7, 2024, 8:50 AM (11  
days ago)

to Thomas, ALPOA, ALPOA

Everyone-  
I vote yes to have this road work done this Saturday.  
Kind Regards,  
Arta

Brent Raymond

Jun 7, 2024, 1:12 PM (11  
days ago)

to Arta, Thomas, ALPOA, ALPOA

I vote Yes

-Brent

Jason Pufahl

Jun 7, 2024, 3:00 PM (11  
days ago)

to Thomas, ALPOA, ALPOA

I vote Yes.

-jason

Patrick

Jun 7, 2024, 4:05 PM (11 days ago)

to Jason, Thomas, ALPOA, ALPOA

**Yea !**

A Milner <amilner657@gmail.com>

Jun 7, 2024, 6:33 PM (11 days ago)

to Thomas

**I vote yes.**

Tom Barry

Sat, Jun 8, 8:19 AM (10 days ago)

to ALPOA

**Thank you all for your prompt replies to the proposal from Justin Cyr. The work will actually be done on Wednesday, June 12.**

**Tom**