

HIDDEN LAKE ASSOCIATION

Meeting Minutes

August 31, 2009

Opening:

Engineer Karl Acimovic, who designed and monitored the construction of our Dam to speak about the Emergency Operation Plan (EOP) required by the DEP due to HL dam assessment of Class B dam (significant hazard potential dam). Class B requires an Engineer to complete the DEP EOP.

The regular meeting of the Hidden Lake Association was called to order at 7:45 p.m. on August 31, 2009 at Burr Elementary School in Higganum, CT by President Laura Jenner.

Present: Laura Jenner, President
Catherine Serino, Vice President
Alan Stokke, Treasurer
Charlene Baulski, Recording Secretary
Celeste Benoit, 3-year Board Member
Bill Carson, Board Member
Philip Porriello, Board Member
John and Dorothy Church
L. Pearson
A. Hekster
E. Morrison
Karl Acimovic (Engineer)

A. Announcements

Welcome guest speaker Engineer Karl Acimovic to discuss HLA Emergency Operation Plan (EOP).

B. Guest Speaker & DEP EOP discussion

Emergency Operation Plans (EOP) requirements:

- Appoint monitor.
- Plan of potential failure and evacuation plan.
- All “points” must be in written plan; to include houses, roadways, and utilities.
- Survey of dam areas required.

Proposal of plan and survey: Proposal estimated at (\$1500-2000) for plan, this does not include the cost of surveys to be required. Lloyd Pearson, who has worked with Engineer Karl Acimovic on our dam, stepped forward to scope out job and determine survey(s) required.

Board approved Lloyd Person to proceed with proposal and work with Engineer Karl Acimovic.

Notes of consideration presented by members regarding the EOP: There have been numerous over washes upon Hidden Lake Road and road conditions continue to be stable (relative to causeway and/or spillways). West Shore area elevation has increased significantly due to town road improvement.

Action items:

- Proposal to be presented next month September, 2009.
- Quote to be made to include what needs to be surveyed; HLA dam, HLA property on both sides of the dam, Wayne Keelers property, causeways and spillways.

C. Approval of Minutes

Board accepted the meeting minutes of June 15, 2009.

D. Treasurer Report

Treasurer Reports submitted: 1.) Fiscal Year Ending June 30, 2009 for Month Ending June 30, 2009 and 2.) Fiscal Year Ending 2010 for the Month Ending July 31, 2009.

\$10,000 was allocated at 2009 annual meeting for weed control. \$5000 was transferred from the General Reserve for Lake Quality Preservation. \$5000 was sent to Lycott for the second half of the weed control payment. The balance will show in 2009-2010 fiscal year.

The Lake Manager funds allocated from the General Reserve and the Road Drainage funds allocated from the Road Drainage Reserve were not used and returned to those respective reserves. Unexpended funds were returned to the General Reserve.

Board accepted the Treasurers Report for Fiscal Year Ending June 30, 2009.

Invoice received for Chip Seal from Comer (\$39,169.00).

Motion made to transfer \$44,000 (Road Chip Seal) from reserves. Board approved.

Invoice presented by Phil Porriello for a second (additional) road sweeping job in preparation for the Road Chip Seal. Board opened discussion on item because this action and expenditure was not quoted, contracted or pre-approved by the board or association. Discussion deferred; on the table.

E. Tax Collector Report

Tax collector reports were submitted by Bill Carson (acting Tax Collector). (7) Properties are delinquent (in lien) at \$5,818.08. A total of \$50,302.78 was collected for the 2008/9 Tax year. 2009/10 Taxes were filed on August 31, 2009; Total Billed \$55,256.00. To date a total of \$39,561.03 has been collected. (28) Properties are accruing interest.

Discussion of Tax Collector position; what is involved. Dudley maintained spreadsheets, made regular monthly trips to Town Hall to check on properties; sale or resale, and appraisals; and regular trips to the PO. Manually computed bills and Peter Curran maintained a backup of Dudley's spreadsheets on the computer. There are services available to purchase to assist in the Tax Collection process. Conclusion: Need to define duties and responsibilities of Tax Collector (what is involved in position). Plan of action to seek Tax Collector volunteer(s) and/or outside service to purchase.

Motion made to send letter to members to apprise members of situation. Board approved.

Action items:

- Fill Tax Collector position. (Knowledge in MS Access a plus).
- Compose and send letter to apprise HLA members of situation, seek volunteers; questionnaire to find what skills our members have.

Action items (pending):

- Town Clerk requests an HLA Tax Collector “transfer of duties”.

F. Septic Report

Postcards mailed to property owners.

Action items (pending):

- The property of 223 Hidden Lake Road is two years overdue. Chatham Health District has been notified. Laura to send letter to Chatham Health District for follow up.

G. Road Committee Report

Road Chip Seal job completed

Discussion of snow plowing. Need to draw up written guidelines (or contract) for future plow and sanding requirements for quotes and bids; to get competitive bids. Note: per HLA Bylaws (Section 53) roads currently listed to be excluded from maintenance and snow plowing includes Fairview Road.

Action items:

- Written guidelines (or contract requirements) for future snow plow and sanding quotes to be drawn up.
- Shore Drive drainage engineer plan and survey, and removal of trees. Draft layout, plan and breakdown for bids.

H. Lake Committee Report

Letter submitted from Lycott Environmental Incorporated RE: Future Management of Hidden Lake.

Received Proposal/Contract Number 105-10 submitted: August 11, 2009 by Lycott Environmental, Inc. for the Aquatic Vegetation Management of Hidden Lake. The objective of this agreement is for Lycott to manage the aquatic vegetation and algae in Hidden Lake throughout the summer season of 2010.

Water testing was completed and East Shore area displayed high E. coli. Board agreed expenditure to re-test this area.

I. Dam Committee Report

John Church submitted a summary of events regarding the HLA Emergency Operation Plan which prompted the presentation given by Engineer Karl Acimovic.

Action items:

- Moving forward with proposal, plans and strategy to address HLA EOP.

J. New Business

1. Liability Insurance:

John Church reviewed HLA insurance policy(s) and researched increasing our liability coverage; to include taking a look at directors and officers individual liability coverage. It was recommended that members review their individual insurance policies and coverage's. HLA existing insurance policy payment due 09/10/2009; Motion made to accept Insurance and renew current policy.

2. Building Permits:

Request received from Paul Wilson to erect (2) decks. Bylaws state all buildings shall comply with Town and State regulations. Building plans and town permits should be presented. Follow up to member to submit plans.

Request received from Cathy Serino along with Town of Haddam Building Permit Application to build a detached deck (396 sq. ft.). Board approved.

Action items:

- Send letter to Paul Wilson to request formal plans to be submitted for board approval.
- Draft HLA letter of Building Permit approval for future use to reply to member requests.
- Reply to (Richard Pomp), thank you letter for complying and approval for inland/wetland committee.

3. Complaints:

Member Alice Hekster raised issue regarding barking dog annoyance at (2 Shore Drive). Board discussed.

4. Discussions:

West Shore Drive drainage: Road committee and Laura to take a look at.

Weed Removal: Board is satisfied with results, job well done. Considerations for next weed application. Proposal submitted from Lycott to manage the Pondweed (*Potamogeton*) species in HL during 2010 for a fee of \$4,700. Our next objective is the tackle the surface weeds.

Second Road Sweep Invoice: Continued discussion. Ethical issue. Motion made that no work be undertaken without full discussion and disclosure. Discussion deferred; on the table for the next meeting.

K. Agenda for Next Meeting

Adjournment:

Meeting was adjourned at 9:35 p.m. by Laura Jenner. The next general meeting will be at 7:00 p.m. on September 28, 2009 at Burr Elementary School in Higganum, CT.

Hidden Lake Association, Meeting Minutes August 31, 2009

Minutes submitted by: Charlene Baulski, Recording Secretary
Approved: By board vote, on September 28, 2009