

**GREAT HARBORS RESIDENTS ASSOCIATION  
Board Meeting – May 16, 2008**

Present: Don Masse, Frank Conley, Bob Reilly, Mike Fraini, Alice Jamal, Pat Costello, Len Frisoli and Mary Doyle

Present via Conference Phone: Michael Janes and Phil Norment

Absent: Jeanne Manca, Lori Grogan, George Owens, Rich Conlon, Ginny Champagne

The meeting was called to order at 9:30 by President Pro Tem Don Masse.

---

**Maintenance Report:** Don Masse & Les Leathers

Les circulated a summary of maintenance activities accomplished to date and pending action. This summary is enclosed with this mailing. Key highlights were: cleaning and filling of roads pavement being complete, tennis court spring cleaning in process, major activity around the pool area, and dock repairs having been made. One discussion item was new locks and keys for the docks. Question will be referred to Dockmaster Stan Caras.

**Motion to Approve Report: Accepted.**

**Treasurer's Report:** Alice Jamal

May marks the end of money collections exceeding expenditures. Major expenditures for the month were payment for completion of the dock re-decking project and purchase of the AED device approved by the board at a prior meeting. As of the 16<sup>th</sup> a total of 60 homeowners have yet to pay their annual fees. Collections have actually been ahead of what they were last year.

Len Frisoli requested clarification of the Wait List refund procedure and the possibility of making more than 4 refunds per year. The treasurer reported that while four refunds are budgeted each year, refunds are made only for cases of disability, or other loss of eligibility such as selling a property. At the end of our calendar/fiscal year the board may opt to refund more Wait List monies as our cash flow allows. Last year 5 additional folks were refunded their monies, over and above the 4 regularly scheduled.

Mary Doyle provided an update to the realtor notification process.

**Motion to Approve Report: Accepted.**

**Finance Committee:** No report.

**Recreation Committee:** Mary Doyle

Preparation for the summer season is in full swing. Jim Berrigan has accepted our offer of employment as our tennis instructor. Anyone with input for the summer calendar is urged to send dates/times and event information to Mary via ghrecreation@hotmail.com or via the website to Mary for forwarding to Greg. The soda machine in/out and stocking process has been scheduled. Improvements to the ballfield are in process and pending appropriate weather. Tollhouse staff of

three will be hired, along with one or two swing employees that can fill in for absences or anticipated vacancies. Greg will be conducting Tollhouse training prior to the start of the season.

Alice Jamal requested that we examine the possibility of staffing the tollhouse until pool closing. This would alleviate some misuse of the facility and allow supplies and cards to be returned later in the day. Mary will explore with Greg.

Al Capraro offered the idea of a card reader system for entry into the pool area.

**Motion to Approve Report: Accepted.**

**Docks Report:** Frank Conley

All docks are rented for the 2009 summer season with two slips turning over. The repairs and improvements to the docks are complete, new decking and cleats among the project improvements. It was noted that some pilings have mysteriously lost their caps over the winter season.

Len Frisoli questioned when a listing of dock renters and wait listers would be made available. To Frank's knowledge the Dockmasters had sent this list out recently, and questions were referred to Stan Caras. The wait list will be available at the tollhouse at the start of the summer season in June.

**Motion to Approve Report: Accepted.**

**Neighborhood Watch:** Peg McGaffigan

Minimal activity to report, with a neighborhood watch meeting to occur shortly.

**Roads:** Les Leathers for George Owens

Les provided an example of the proposed signage for Great Harbors streets and reviewed the general needs of the neighborhood, such as removal of existing concrete, and installation of posts and signs. Some discussion on color ensued, but the white-on-blue scheme was received positively. Originally \$3,000 was budgeted out of the Roads Trust for signage. A **motion was made to:** approve the amount, not to exceed, \$3400 for the purchase and installation of signage, posts and brackets for the GH streets. **Motion approved.** Les will use discretion and the limits of this budget to purchase and install any other signage deemed necessary.

**Old /New Business:**

The potential for email notices to homeowners was discussed at length with a review provided by Phil Norment. It was noted that while the mechanism for email blasts exists, the collection and maintenance of the database could be problematic. All board members noted the potential for cost savings, particularly with newsletters and annual billings. Mary Doyle suggested that rather than collecting email address data, we explore the "opt in" option via the website, where homeowners wishing to receive information must sign up. Don Masse noted that it would be beneficial to bring the topic before the total membership in June.

Len Frisoli brought up a few topics, all related to board elections and vacancies. These were:

- The possibility of electing individuals rather than a blanket slate of nominees
- The idea of changing the number of board members to nine
- To alleviate the pressure on the Nominating Comm, the possibility of having the board elect

its own officers independently from the annual meeting.

Peg McGaffigan and others noted that all options require a new set of By-Laws for the association and that a committee is needed to examine potential changes. Frank Conley volunteered to assist with this along with other volunteers.

**Nominating Committee:** Bob Reilly

Bob reviewed the difficult task of filling vacant officer positions. Currently the Nom. Comm. has found volunteers for at-large positions, but has yet to fill the VP and president slots. Discussion centered on our need to have experienced volunteers that are familiar with the process and background of projects. Ideally volunteers would commit to fill a board vacancy, knowing that they would be progressing toward a future officer position. "New Board Member Training" was recommended for the new members this year.

**Miscellaneous Business:**

The clerk will coordinate the annual mailing (to be mailed by May 27<sup>th</sup>) for our annual meeting. Contents will be: president's letter, notice of new meeting site, slate with bios, and a possible notice about collecting email addresses.

Locks and keys for the Ice Machine need to be changed. Les will handle this after possible machine replacement. Alice will contact Michael about the status of the Ice program.

Mary will be purchasing a microphone for use for meetings and at the pool.

Len will be purchasing additional microphones for the conference phone.

---

Meeting was adjourned at 11:25 AM.

Respectively submitted,

Alice Jamal, for Virginia Champagne

Attachment: GHRA Scheduled Maintenance 5/16/09