**April 6, 2020 Witches Woods Tax District**

 **Board of Directors Minutes-Draft**

**Due to the State of Connecticut social distancing recommendations for Caronavirus 19, the Board held a virtual meeting.**

**Members Present: Mike Moran, Glen Humes, Tom Pandolfi, Sandy Pandolfi, Phyllis Bonneau, Ray Bonneau, Maggie Houlihan, Bill Breslau and John Barber.**

**Guest – Jim Hutten**

**A Motion was Made, Seconded and Approved to Accept Last Month’s Minutes.**

**Reports of Committee Chairs:**

 **Lake, Dam and Beaches – John Barber**

* We received a proposal from Full-Myle Ground LLC for grass cutting with no increase.
* John spoke with Tina Lajoie at the Woodstock Town Hall to see if she had any new information about the copper sulfate issue we are monitoring. She did not and expressed that the town is experiencing the same issues with working from home and social distancing that everyone else is experiencing.

**Lake and Board Insurance – Jim Hutten**

* We have contacted the assigned agents at both insurance agencies, Byrnes and Archambault, about the upcoming renewal of three our three insurance policies: comprehensive general liability; errors and omissions; and crime coverage.

**Byrnes advises that they expect our errors and omissions carrier, ACE, to offer a renewal at expiration (07-23) with only a nominal increase of premium. If the increase exceeds 3%, they will market the policy.  Archambault advises they expect Travelers to offer renewal of our crime policy (08-23) with none or very modest increase of premium. Based upon what they are seeing with other similar accounts, they expect our comprehensive general liability carrier, Scottsdale, to offer a renewal (08-26) with an increase of around 3% (about $180.00).**

**Building, Zoning & Appeals – Ray Bonneau**

**No new permits were issued.**

**Safety, Rules, and Regulations – Bill Breslau**

* A homeowner raised a concern about dogs being on the beaches not leashed. A reminder to homeowners that the Witches Woods Lake Tax District clearly states under our Rules and Regulations, Paragraph C Beaches, item 1 “*No unleashed dogs are allowed on the beaches or in common areas*.” The Board agreed to purchase and post signs for our two beaches to that effect.

**Roads – Tom Pandolfi:**

* Tom is working with John Albrecht to start our spring road maintenance as soon as the spring rains allow.
* The lock for the chain at the boat launch area has been changed. It will be provided to homeowners once they send their 2020-2021 State of Connecticut Boat Registration to Board Clerk, Sandy Pandolfi @ woodstock1229@aol.com or secretary@wwlake.com.
* Please contact Mike Moran if you need a new Witches Woods Lake sticker for your boats or watercraft.

**Communications – Phyllis Bonneau:**

* Sarah Torcellini, our webmaster, has been working through problems with our website.
* Phyllis will send out an e-mail notification to homeowners reminding them of the importance of the Board having a copy of their current State of Connecticut Vessel Registration and a Safe Boating Certification on file for every person who will operate a motor boat. Anyone who puts a boat in the water without providing these documents will be instructed to take the boat out of the water until they send in their paperwork.
* Phyllis asks homeowners to go to our website wwlake.com and to sign up for e-mail notifications to receive our most current and relevant information.

**Treasurer- Maggie Houlihan:**

* Maggie reviewed the March 2020 Financial Report.
* The District continues to be in good financial standing with the following recent activity:

**(4) bill payments: Full-Myle Grounds, LLC (March snowplowing payment), Eversource (street lighting), Solitude Lake Management (DEEP permit application fee), and John Barber (reimbursement for Phoenix Environmental Laboratories – water testing for copper).**

**(1) deposit into Operating Checking (tax collection).**

**(1) transfer from Operating Checking to Savings.**

**Reserve Fund Certificate of Deposit earned $30.77 in interest.**

* Maggie reviewed the latest version of the proposed FY 2020-21 budget (July 1, 2020 to June 30, 2021). The final proposed budget will be presented to homeowners at the next Witches Woods Tax District Annual meeting for approval.

**New Business: Mike Moran -**

* ﻿Glen Humes has withdrawn his resignation from the Board.
* Mike had a conversation with our Attorney Kate Cerrone regarding our Witches Woods Tax District Annual Meeting and the effects of the Governor’s social distancing and stay at home mandates due to the Coronavirus.  She stated that Governor Lamont's executive order 7c provides for us, if necessary, to have a 30 day delay in our budget process and possibly delaying the annual meeting until Mid June.
* *Town elected officials* have the authority to pass budgets without town meetings or referendum, but the executive order does not make it clear if *Tax District Boards* also have that authority.  Attorney Cerrone will be seeking clarification from the Governor's office as regards *Tax District Boards'* authority.
* By the time of our May 4th Board Meeting we hope to have a much better idea of how to move forward.  If at that time the 30 day extension stands and *Tax Districts* *also* must have homeowner votes for budgets, we will schedule an Annual Meeting for June 12, 2020.  If we are still social distancing in June, we would hold a "virtual" meeting (e.g. Zoom) so homeowners can participate and vote.  Again, it may be that we do not need a homeowner's meeting (in which case the WWTD Board would approve the new budget).
* Attorney Cerrone and Mike also discussed our upcoming Zoom Board Meetings and the need to have our meetings accessible to the public. See below for details.
* WWTD Board of Directors will meet Monday May 4, 2020 at 6:30 pm via Web Conferencing.  Citizens wishing to join the meeting online will need to contact President Mike Moran (president@wwlake.com) for log in credentials.

**The Next Board Meeting will be conducted electronically May 4th @ 6:30PM.**

**The Witches Woods Tax District Annual Meeting is tentatively scheduled for June 12th, 2020 at the Bungay Fire House at 7:30PM. This is dependent on state and federal regulations in place due to the Caronavirus 19.**

***The Board would like to remind homeowners that they are welcome to attend this and any monthly Board Meeting to observe the proceedings. Should they wish to bring something to the Board for review, please submit a notice prior to the meeting so it may be added to the agenda for an allotted time.***

***A Motion was Made, Seconded and Approved to adjourn the meeting.***