

***Shadow Lake Village  
Minutes for the Workshop Meeting  
October 20, 2005***

*Call to order 9:00 am*

***Roll Call:***



***Trustees:***

- *Roger Nicholson*
- *Cathleen Sullivan*
- *David Anderson*
- *Margaret Mary Bambury (Excused)*
- *Jane Beckett (arrived at 9:10)*
- *Kevin Byrne*
- *Walter Lohmann*
- *Warren Van Nosedall*
- *Angela Vullo*

Final

***Resident Attendance:***



***FINAL COPY WILL INCLUDE ATTENDANCE***

***Review of Minutes:***



*A review of the minutes for the September 15, 2005 Workshop Meeting, the September 22, 2005 Business Meeting and the Board of Trustees State of the Village Meeting of September 20, 2005 was completed. They will be prepared for acceptance at the October 27, 2005 Business Meeting.*

***Treasurer's Report:***



***By Warren Van Nosdall:***

- *Attached*
- *Warren Van Nosdall advised that the initial increase for the 2006 budget was 9.9% but that the Board had made some changes since the initial presentation and had lowered the assessment. He thanked Cathleen Sullivan for her assistance in lowering some of the line items.*
- *After those line items, which reflect a significant change were discussed and agreed upon by the Board, the proposed increase is now 6.1% for operations.*
- *Funding for the replacement plan must start now as we plan for the future.*
- *Increases are therefore as follows:*

<i>Operations</i>	<i>6.1%</i>
<i>Net Operations</i>	<i>6.0%</i>
<i>Replacement Plan</i>	<i>22.9%</i>
<i>Total:</i>	<i>7.6%</i>
- *All Board members have been asked to review the Proposed Budget before the October 27, 2005 meeting at which the budget will be ratified. Any member with questions or concerns should ask Warren or arrange to meet with him.*
- *Kevin Byrne thanked Warren Van Nosdall for all of his hard work, endless hours and dedication.*

### **Action Items Update:**



- **Cathleen Sullivan** reminded every one that the flu vaccine will be dispensed on Friday, October 28, 2005, from 1:00 – 4:00 P.M. in the ballroom. Dave Anderson and Angela Vullo volunteered to assist.
- **Roger Nicholson** advised that he had accompanied Jim Sullivan, Al Byrne, and Kevin Byrne, to the vacant residence on site, which has caused some concern. He had contacted the Board's attorney and was in receipt of a copy of the letter sent to the resident.

### **Unfinished Business:**



- **Comcast Contract:** **Roger Nicholson** reported they presented a verbal proposal on restructuring the bulk rate a few months ago. The current rates are \$12.56 per month for all 952 units. The current charge, to the homeowner, for Expanded Basic is \$20.00. The proposal was for an Expanded Basic rate of \$26.00, which included Basic, for all 952 residents if paid by the Village. If not done as a bulk rate, the cost to the homeowner would be \$53.00. The accounts manager has been promising to fax the information but has not done so to date. The 2006 budget is to reflect \$150,000 to maintain the service now provided to all homes. This is a 5% increase, which was incurred during the 2005 fiscal year. After three (3) calls, Comcast has still not addressed the issue of lines over roofs. Though there are no alternatives to Comcast at the moment, competition is growing and satellite service is a possibility depending upon how many residents are interested. They would bill the homeowners directly taking the Village out of the picture. Kevin Byrne noted that the Board did receive a formal written proposal, but it was noted that there were no signatures. He felt that an investigation into the issue needed to continue as it represented a major savings to the homeowner. Warren Van Nosedall noted that the current contract is a major investment and that the Village should not be in the television business. It was noted that the Village pays for those residents who go to Florida for a few months now, and would have to continue to do so at the

higher rate. Roger Nicholson felt that the company should give the bulk rate to the homeowners without the Village acting as a collection agent.

- **Budget Update/Assessment Formula: Roger Nicholson** discussed some of the disparities in the 60/40 formula currently used for assessment purposes. He presented new numbers to the Board and advised that he sent this information to the Board attorney, Martin Barger, Esq. for review. He is proposing no action at this time.
- **Andover Court: Sewer Project: Final Report: Kevin Byrne** reported that this project is complete with the exception of a dead bush which will be replaced by Down To Earth as it is under warranty, and the water meter which is lower than before. It will be rectified by the water company or Jim Sullivan. Also, a questionnaire will be sent to residents asking their opinion of the project. They are being asked to rate from unsatisfactory (1) to satisfactory (5) certain aspects of the project.
- **Security: Cathleen Sullivan** reported that the Board had voted to accept the proposal from Marion Security. The new contract is for three (3) years. The 2006 contract rates will remain the same as the current contract. There will then be a 1.5% increase for the two (2) following years. The contract is ready for signatures.
- **Bus Contract: Jane Beckett** reported that this matter is out of her hands as the increase for the 2006 contractual year is \$13,000. The contract for 2006 is currently in the hands of the Board attorney, Martin Barger, Esq. for review and contract preparation.
- **Clubhouse Renovations: Cathleen Sullivan** requested this issue be discussed in Executive Session.
- **Custodial/Maintenance Service Worthmore Contract: Cathleen Sullivan** requested this topic be discussed in Executive Session.

#### **New Business:**



- **Golf: David Anderson** reported that he will be making motions concerning the following at the October 27, 2005 Business Meeting: the Golf Committee recommends that season passes for 2006 be eliminated. Currently there are 62 passes at a cost of \$25.00 each. Current rates for guests will be maintained (\$5.00 on weekdays and \$7.00 on weekends). The committee further recommends that there be a one (1) time electric golf cart usage fee of

*\$100.00 per year with the resident fees remaining the same (\$5.00 on weekdays and \$7.00 on weekends) Residents would still be required to provide an annual certificate from their physician to be eligible for golf cart privileges. Warren Van Nosedall requested an analysis of the proposed motions and their effect on golf fee income.*

- ***Greenhouse: Angela Vullo*** reported that the Landscape Committee has requested doing away with the greenhouse. They are willing to permit the Vegetable Garden Club to use the facility or have the Board approve dismantling it as it is no longer used and is an eyesore. Walter Lohmann discussed similar histories with the pool and the shuffleboard facilities. He stated that it was erected in 1999 and though it is not currently used, it may be used in the future. The Board discussed their options which are: (a) have it taken over by the Vegetable Club; (b) open the greenhouse to residents in general; (c) sell to a local greenhouse at their expense or dismantle. Angela Vullo is to have maintenance clean up the facility in the meantime and open it to any resident interested in using the facility.
- ***Budget: Roger Nicholson*** reminded every one that the meeting with Wentworth is scheduled for October 27, 2005 at the Board's Business Meeting. He also advised the Board that the Property Manager will be responsible for the budget on a daily basis. That person will be responsible for ensuring that line items do not exceed their amounts. If this does occur, the budget will have to be revised and transfers made between lines. Any line overage must be approved by the Board, not the liaison.
- ***Architectural Control Committee: Roger Nicholson*** requested that the Board approve his overseeing of the Administration Manager processing the Architectural Control Committee application. All property modifications should be sent to the office. The Administration Manager will approve the routine modifications, once all paperwork is in order. The ACC will continue to exist with their purpose being to recommend rules or policy to the Board of Trustees for approval.
- ***Locks: Walter Lohmann*** discussed the need to change the locks on the office, attic and kitchens in the Clubhouse. Al Zaleski of the House Committee will present their recommendations at next week's Business Meeting. Letters will be sent to all committee chair people to advise them of the new key procedures. The Board is recommending that keys be given only

*to security and the office. Any one in need of using the facilities can arrange to have the office or security open/close the kitchens.*

- **Warren Van Nossdall** advised that he will be making the following motions at the October 27, 2005 Business Meeting: move the line item for line stripping to the replacement reserve plan from the current operating expenses; move the water line repair expenses to the capital equity plan; approve the 2006 budget.
- **Kevin Byrne** advised that he will be making a motion at the October 27, 2005 meeting to ratify the phone vote taken on October 17, 2005 to award Worthmore the contract for repaving Augusta Court, Conway Court, Concord Court and Rutledge Court.
- **Cathleen Sullivan** will make a motion at the October 27, 2005 meeting to accept the proposed contract from Worthmore for the custodial services for the Clubhouse. This contract will be an addendum to the larger Worthmore Contract. Both contracts will expire in one (1) year.
- **Cathleen Sullivan** will make a motion to accept the three (3) year contract with Class A Cleaners. There will be no increase in basic service though additional options have been added and will be utilized as needed.

***Meeting adjourned***

*Respectfully submitted,*

*Kate Barrett  
Administration Manager*

*David Anderson  
Board Secretary*