

PINECREST PROPERTY OWNERS ASSOCIATION

MINUTES: BOARD MEETING, DECEMBER 1, 2009

Meeting time and place: 7:00 pm, at the Lodge.

Attending: Kevin Hazel, President; Jon Marcinkiewicz, Treasurer; Bob Cronin, Clerk; Deb Daly, Director; Walter Ducharme, Associate; Jim Ellis, Associate; Nancy Eichenberger, Associate.

Review of the Minutes:

Motion to accept the Minutes of the November meeting: Bob Cronin

Motion seconded: Deb Daly **Vote:** Approved

Treasurer's Report: Jon presented his monthly report. (on file.) The quarterly report will be submitted next month. Specific financial information may be obtained by e-mailing Jon.(j_rmarcin@charter.net)

Motion to accept: Deb Daly **Motion seconded:** Bob Cronin

Vote: Approved.

Finished business: 1. An annual furnace cleaning schedule has been set up with Huhtala Oil. (J. Marcinkiewicz)

2. The metal Pinecrest entry signs have been manufactured and are now with Walter Ducharme. (B.J.Begin)

Unfinished business:

1. The coffee mugs have been completed. The Board is very pleased by the design. More than enough are available for any new arrivals in Pinecrest and more may be easily ordered.
2. The recurring geese problem is tabled until early spring.
3. "The PPOA Barn Committee would like to submit the following information as the monthly update concerning progress made since the

November meeting . The Cushman Barn Committee has been actively working to pursue the three options for this building:

- I have contacted Bourgeois Wrecking Inc. out of Westminster to pursue the demolition portion. We are working on finding a mutual time to meet.
- Deb and Walter have offered a few web-sites to pursue in regards to information on how to preserve the barn. Deb has also been in contact with someone interested in the barn itself. Deb may wish to give an update tonight.
- I have been in contact briefly with Chris Harper, a realtor, who said that she remains interested should PPOA choose this option.”

Respectfully submitted, B. J. Begin.” (B.J.Begin and J.Amato)

TASKS COMPLETED RECENTLY:

4. Data Base rebuilding: * “Toni Bradley (current Database Administrator) met with Walter Ducharme on Nov.23 to discuss and evaluate the need to maintain tracking information of property ownership transactions. We found that the historical record for this information was not well maintained or was lost In the database crash of several years ago. Since this information is readily available at the Registry of Deeds and can be obtained from their website, we decided to eliminate the need to track property ownership transactions. The database will continue to maintain current and accurate information on all Pinecrest property owners, including dates of purchase and lot numbers, but will no longer maintain a history related to the sale of property (e.g., the purchaser, date of sale,lot number) – that information will be obtained if needed from the Registry of Deeds website.

* All payments to date have been entered into the database.

* A ‘Tax Title’ column was added to the database so we can record when a property has a town tax issue – which reduces the chances of getting PPOA fees from that owner.”

ONGOING WORK FOR PPOA DATABASE:

A record-by-record verification is ongoing to verify lot numbers, date of sale, phone numbers, and to the extent possible, email addresses. This will take some time and will continue as an ongoing task for awhile.

5. As mentioned earlier, new metal signs are finished; spring installation is planned , posts constructed by Walter Ducharme.
6. New picnic tables have been constructed by the Scouts—very well done and they ready for staining. (K.Hazel)
7. Preparation is ongoing for the sale of lot #135; item to be discussed at the Annual Meeting.(Board & J.Ellis)
8. Updating PPOA Manual—a “WIP.” (Ducharme and Cronin)
9. The search continues for a new Party Committee captain.
10. Research into subcontracting pond sampling to Berkshire Environ Lab tabled until early spring.(J.Ellis)
11. At this point in time the static problem with the phone line is unresolved and the experience with Verizon has been unsatisfactory.(J.Marcinkiewicz.)
12. A new alarm system for the Lodge:
Motion: to secure “Security Alarm Systems, Inc”. for the Lodge—Kevin Hazel. **Motion seconded:** Bob Cronin.
Vote: Approved.
13. The Board approved of a 10:pm curfew on Lodge rentals proposed at a previous meeting by Kevin Hazel.

New business:

1. Pinecrest Newsletter: submissions are invited for the winter edition to be published in February. (D.Daly.)
2. Website updates and webmaster(s) status. (Deb Pettrossi and Toni Bradley)

TASKS COMPLETED RECENTLY:

- “Deb Pettrossi has agreed to stay on as Webmaster. Toni Bradley will help with quick turnaround updates to the site. **We also ask that all requests for website information updates and design changes be emailed to both Deb (petthome@charter.net and to Toni (tonibradley@yahoo.com) .**
PLEASE NOTE: Deb’s address is different from what you currently have.
- The website is being updated almost daily with news articles of interest, announcements, removal of expired material, general maintenance.
- **REQUEST TO THE BOARD:** Do you use this website? If so, approximately how often do you check for new information? If not, what would motivate you to use it?

ONGOING WORK FOR PPOA WEBSITE:

There are still several areas of the site that need to be completed. And we are reviewing suggestions for the site made by board members—and this will be a topic for discussion at a future board meeting.

3. Posting of “amended” meeting minutes on the website. Recommendation from Walter Ducharme:
“Publish the minutes via e-mail to the Board **within 5 days of the meeting** with a request for amendments to be returned **within one week**.”

If no amendments are suggested, revise the document accordingly and send an attachment to the Webmaster for addition to the website with a copy to the Board and the Data Base Administrator.

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The Board approved the procedure; it will be included in the Operations Manual.

Adjourn: 8:35

Respectfully submitted,

Bob Cronin

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