

## PLVD Commissioners Meeting

March 30, 2022 @ 7:30pm Clubhouse

736 PM: Meeting called to order By Commissioner Robinson

Commissioners: Robinson Chair, Grotheer, Pomeroy

Treasurer Dow, Clerk French

Resident Guests: Peter & Donna Kenny, Marylou Diangelis & John Maraganis, Mark Grotheer, and Dianne Lauffer

Announcements:

Commissioner Robinson updates on Peninsula water system, being worked on by Aquamen, leak detection with some system turn offs during this time "deer meadow Rd". Had a problem with well #4 drive, new drive installed \$3000.00.

Clubhouse Propane tank ran out, issue Clerk French working on this.

New Business

Email: Commissioners Grotheer and Pomeroy to set their Emails for contact. All public correspondents to be forwarded to all board members to get the right response from district.

Emails to be sent to a common folder for later history issues all to try to do this regularly past emails not being kept. Purchase a hard drive for this purpose.

Commissioner Robinson: We have been contacted by Real estate agents for people trying to sell properties with liens, asking for an affidavit for the registry of deeds so to sell their properties. With no luck contacting anyone from PLM. The Commissioners' agreed to sign it to help move along the sales.

Record Keeping: Office space being setup at the clubhouse, binders being set up and to be kept in the room if you need make copies of what you need but leave originals in office.

Discussion on the Playground grants being sought. Commissioner Grotheer interested in looking into this prior to next meeting.

Treasure Dow: Is it ok to have Clerk French as my backup while on vacation for getting the mail look at it so not to miss anything important.

Commissioner Robinson: Clubhouse Keys, Locks have been changed because unknown who has the keys. Gary assigned to make five keys for the board members. When rentals or activities happen one of the board members should be around to open up the Clubhouse. Also Motion to purchase a new lock for the office door, one with a keypad don't expect it to be any more than \$50.00. Vote all in favor.

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Treasure Dow: working on ms123 "State report for town city or village officials". It's basically you're going to put your name and Emailing address for record. Also getting the Audit together and want to have both Commissioners Robinson and Grotheer on the bank accounts so there can be 2 signatures per written check. QuickBooks have been separated between the prior Treasurer and current for the next audit also looking at going to the online version which would make it a bit easier for the board to oversee finances. Commissioner Grotheer and Treasurer Dow going to meet with District Resident Julie Craig to check out the program.

Discussion about online bill pay with PayGov or QuickBooks one having a cost to district the other just the person using.

What to do with the Halloween donation received. Discussions on the \$394.55, not to be for the general fund to be earmarked for future functions.

DRA Portal setup all to view and Clerk French as a user to file legal documents such as the MS123.

April meeting need to bring the MS232 what is the proposed budget plus any amendments that were made and passed at the Annual meeting.

Commissioner Grotheer asking about NHMA classes and getting reimbursement for classes.

Board discussion about Primex Insurance.

Next meeting April 13 6pm on date.

Water users liens to be brought up April meeting.

Public Comment:

John Maraganis ; New Well turned down at meeting any other plan for the new well, and the plan of shutting down the wells at the pen using it as a pumping station. Question to Commissioner Pomeroy.

Fairly long discussion on how the system is running than talk on the next round of Grant money being sought and left over money for the new well.

Donna Kenney; asked how many water users go away for the winter season, could we change the voting date? Treasurer Dow answered 3 to 4 and it would push back any projects slated for the year out into May or June.

Motion to have the propane company "Eastern" on auto pay when delivery happens to take advantage of a discount. By Commissioner Robinson, seconded by Commissioner Grotheer, all in favor.

906 PM Meeting closed Commissioner Robinson