



High Bar Harbor Yacht Club Meeting Minutes  
Date Saturday 3/3/2007

Attendees: Rich Ericsson  
Ed Meline  
Mark Miller  
Jay Keough  
Hugh Gray – Absent

The Meeting was called to order at the Club House at 9:00am

---

---

PLANNED AGENDA FOR BOARD MEETING-3/3/07

9AM-start

1. Discussion/approval of Agenda for Owner's Meeting-3/24/07. Conclude on timing of mailing to Owners.
2. Discussion/approval of letter to Owners' concerning potential By-law Changes
3. Staffing Discussion
  - a. review resumes received
  - b. Discuss Mark's alternative suggestions
  - c. Approve Job Description for Operations Manager
4. MOTION to adopt Personnel Committee's Staffing proposal
5. MOTION to adopt Project Planning and Reporting System (PPRS)
6. MOTION to sign Waste Management Contract
7. Discussion/approval of B&G Committee's suggestions
8. Executive Session

11AM Open Session with Owners- (Brian Roddy to attend)

9. Walk-around of north and south walkways. Discussion/vote to replace same.
  10. Update/discussion of major projects
    - a. Clubhouse siding and windows/doors bids
    - b. Technomarine analysis
    - c. Other
  11. New Business
  12. Adjournment
- 
-



High Bar Harbor Yacht Club Meeting Minutes  
Date Saturday 3/3/2007

I. Agenda for the March Owners' Meeting

MOTION MADE and SECONDED to accept the Agenda put together by Ed.  
MOTION PASSED unanimously

II. MOTION MADE and SECONDED to complete the mailing to Owners by this Friday.  
This will get the information to the Owners two weeks prior to the actual meeting on 3/24/07.

Brian to provide completed work for the week so the Projects List can be updated and included in the mailing

MOTION PASSED unanimously

III. MOTION MADE and SECONDED that the mailing would include a questionnaire so Owners could designate the way they would like to be kept informed of HBHYC activities..

MOTION PASSED unanimously

IV. MOTION MADE and SECONDED that the Board approve the usage of the Project Planning and Reporting System (PPRS), as it currently exists, effective immediately, with all Trustees implementing said usage to the best of each Trustee's ability until a better system is identified and adopted.

MOTION PASSED unanimously

V. MOTION MADE and SECONDED to open and invite all Owners to all in-person Board Meetings in their entirety .

Teleconferences will be the primary use of Executive Sessions. If required, the Board can schedule Executive Sessions at in-person Meetings.

MOTION PASSED unanimously

VI. MOTION MADE and SECONDED to accept the recently negotiated contract for Waste Management. to provide trash collection services. The new three (3) year contract represents a \$27,000 or 57% savings over our costs during the past four (4) years.

MOTION PASSED unanimously.



High Bar Harbor Yacht Club Meeting Minutes  
Date Saturday 3/3/2007

VII. MOTION MADE and SECONDED to charge \$200.00 to Owners for cable service during the 2007 season.

Currently we have a contract to pay \$6300 per year for this bulk service. The MOTION was modified to charge \$200.00 max per slip with the understanding that the cost of this service may decrease depending upon the number of Owners who sign up. The notification concerning the 2007 cable service will include verbiage covering the fact that Owners who use cable and have not signed up, will be charged for the entire season.

MOTION PASSED unanimously.

VIII. MOTION MADE and SECONDED to bill electric and cable for transients a set optional \$5 per day fee for each service. The fees will be forwarded to the respective Owners with the HBHYC checks that are issued for the rental fee reimbursement. The Office will always make a credit card imprint for any slips that are rented to transients.. This policy is in place, but has been hard to implement in an effective manner.

MOTION PASSED unanimously.

IX. MOTION MADE and SECONDED to accept the Personnel Committee's recommendation for staffing.

Discussion – Concerns were raised regarding our need to fully understand how much work needs to be done during the season and how difficult it is to find temporary help to work from late August through September.

MOTION was amended to accept the Personnel Committee's recommendations, in principal, until we further review workload needs

MOTION was PASSED unanimously

X. Monica's Unemployment request-several letters had been given to the Board by Mike Drago . Two (2) referenced Monica's displeasure at how her request for unemployment was denied and she was upset at how the HBHYC handled the situation. Since Ed had been her immediate supervisor at the time Monica resigned, the Unemployment Agent contacted him as per the Department's policies, to conduct a joint conference call with Monica in an effort to understand the facts on which to make a decision regarding her claim for unemployment.

At the Board Meeting, Ed reiterated the fact that he did not advise the Agent as to whether or not the HBHYC felt Monica should receive or not receive unemployment compensation. The Agent requested that Ed send her Monica's letter of resignation, which he did. He was not asked if Monica was going to be let go. This was not an issue and, as her immediate Supervisor at that



High Bar Harbor Yacht Club Meeting Minutes  
Date Saturday 3/3/2007

time, Ed said that he would have stated “no”. He had no thoughts of replacing her and, to the contrary, had advised Monica in writing shortly after the Board decided she would report to the Treasurer, that he “ was looking forward to working with her.”

**XI. Executive Session 10:25AM**

**Notes on file**

XII 11:00 – Open Session

Open Session was attended by:

Jim & Ellen Brehove G-13

Bob Martin B-15&16

Ken Reuter B-14

Mike Drago D-9,10,11

Tom Cook J-33, F-3

A. Major Project review with Brian Roddy, Project Manager, followed by a walk-around of the North and South land walkways with the owners who attended the meeting.

1. Building renovation – Four quotes received. The work is planned to start early Fall.. Discussion on the vendors and materials was held. . Concern around mold being present was brought up and addressed as well

2. The elevator – Disconnecting the power, boxing it in and closing off this space have been recommended There was concern around the requirement for keeping a handicap function available; we are currently following up to obtain written relief from the state to close off this space.

MOTION MADE and SECONDED to remove the power to the elevator at a cost of \$200.00 ...

MOTION PASSED unanimously



High Bar Harbor Yacht Club Meeting Minutes  
Date Saturday 3/3/2007

3. Parking lot lights – Currently the lights cause a lot of ambient illumination that goes outside of the parking lot and a number of neighbors and Owners on A Dock have complained. Brian has received quotes to retrofit the lights to correct this problem. General concern is that the current light posts are in a state of disrepair and might fall over. We will look at possibly replacing all the lights as an option with probably a fewer number of posts than currently.

4. Low voltage lighting for walkways along the docks not currently lit very well.. Need to purchase 2 transformers and 25 more lights at an estimated cost of \$1700.00

MOTION MADE and SECONDED to move forward,

MOTION PASSED unanimously.

5. Docks – Technomarine’s analysis was completed and sent to the Board. Finger piers on K and D Docks were pulled to fix problems. The report from Technomarine will be distributed to the Owners.

6. MOTION MADE and SECONDED to move forward with the replacement of the land walkways on both the North and South sides at a material cost of approximately \$17,000. HBHYC Staff will install.

MOTION PASSED. Unanimously .

7. Bridge

MOTION MADE and SECONDED to move forward with the repairs as stated in the Butterwick proposal at a cost of \$XXXXXX. The bridge will be placed on four (4) pilings and be connected to the floating docks at both ends by short ramps.

MOTION PASSED unanimously.

B. New Business

1. The MOTION to ban the former Marina Manager, a MOTION which had been previously TABLED, was discussed in detail. A vote was requested.

Rich – No; Ed- No; Mark – Yes; Jay – No



High Bar Harbor Yacht Club Meeting Minutes  
Date Saturday 3/3/2007

MOTION WAS NOT PASSED.

2. MOTION MADE and SECONDED to allow the Secretary to publish the Minutes after receiving conflicting input from the other Trustees.. When there is a continuing disagreement, the Secretary will have the authority to publish his recount of the Minutes within the By-Law-required 30 day timeframe.

MOTION PASSED unanimously

3. There was a short discussion of the need for Security Cameras to be installed at the marina. No decision was made

Meeting was Adjourned at 2pm