

**Pool Committee
Job Description
February 4, 2013**

The pool committee is a standing committee of the Talcott Homeowners Association in accordance with Article 7 Section 702 of the bylaws. The chair appoints other members to the committee who have the proper skills to assist when the pool is open for the season.

Purpose and Role

- Maintain, enhance and oversee all aspects of the structures and equipment within the fenced in area of the pool

Composition

- The pool committee will be composed of at least 3 members with the chair also being a member of the Talcott Board of Directors..
- Members of the committee should have some experience with the pool vendor services and other related pool facility issues.

Appointments

- The Board appoints the chair of the committee.
- The chair appoints other members to the committee.

Functions

- Periodically send out bid packages to vendors.
- Award contracts and oversee all vendor services; enforcement of the pool rules.
- Oversee the following issues:
United Water, Pool Management Company; Phone Company; Plumber, Awning installation and removal; Review that current pool season insurance Policies are issued ; lawn and plantings; sprinkler system; the repair, maintenance, and replacement of pool structures, facilities and furniture as needed; Send out seasonal pool

information to home owners; Review that New York State, and Westchester County sanitary code for bathing facilities are maintained.