

April 27, 2016

**Old Colony Beach Club Association Board of Governors Meeting
Jerry Brocki's Office, 10 Pine St., Plainville, CT**

The meeting was called to order at 6:35 PM by Board Clerk Rich Kingston in Doug Whalen's physical absence. Rich stated that a quorum was present and that there were not any members of the public in attendance.

ATTENDANCE: Members present- Janet Montano, Steve Humes, Jerry Brocki, Gavin Cartiera, Doug Whalen (by Skype) and Rich Kingston.

Approval of 3/8/2016 Board of Governor Meeting Minutes: A motion was made (Humes/Montano) to accept the minutes from the March 8, 2016 Board of Governors meeting. Janet noted that a change needed to be made on page 5 under Old Business. The amount listed in the minutes should be \$50, not \$60. The motion to accept the minutes as amended passed unanimously.

Treasurers Report (Janet Montano): Janet presented the Treasurer Summary through April 27, 2016 (Attachment 1). A motion (Humes/Brocki) was made to accept the Treasurer Summary as presented. The motion to accept the report passed unanimously.

Action Items Update: The Board reviewed and updated the listing of Action Items for March 2016. Rich reported that Item #35 about conducting a review of the Board's Special Events policy remains open. Gavin has researched the need for insurance liability coverage to be provided by the Association member who submits a request for a special event in order to protect OCBCA from any potential liability resulting from that special event. Gavin discussed this issue with Jack Bradley, the Association's legal counsel, who provided suggested language to be included in the Special Events policy and on the Special Event Venue Reservation Request itself regarding liability. The Board members agreed that a minimum of \$500,000 should be provided by the event requester naming the Old Colony Beach Club Association as additional insured and that that amount should be listed in the Special Events Policy language. Gavin will prepare a final draft with the new insurance limits included for Board review before final passage of any language changes. Item #37 about developing a Records Retention Policy also remains unaddressed and Rich still needs to conduct research about this issue and report back to the Board by June. Doug provided a copy of a draft letter to send to the Old Lyme First Selectwoman and Resident State Trooper (Attachment 2) regarding increased police presence this summer. The Board made a few grammatical corrections to Doug's draft letter which are indicated by bolded italicized parens in Attachment 2. Rich noted that there is a repetition of essentially the same sentence in paragraph 2 and 3. Doug will rewrite the language to eliminate this duplication. The Board agreed that after the suggested corrections are made that Doug should send the letter. Rich addressed Item #39 by getting the name and phone number of a second potential summer golf cart rental opportunity. He passed this information along to Jerry

to pursue. Item #40, work with OCBCA attorney about Purtill Avenue sale, will be addressed later in the meeting as a specific agenda item. Item #41 about the Federation of Old Lyme Beaches plans for meeting with the Old Lyme Police was addressed by Rich who stated that the plans for such a meeting are in the works and OCBCA will be advised when to send representatives to this meeting. Doug spoke to the NRCS representative about Item # 42 and #43 as to whether OCBCA can maintain the land contained within the recently purchased easement containing Sheffield Brook. Doug was informed that the Association could continue to maintain this area until the work on this area begins in the fall of this year. Rich reported that Item #44 was completed when he posted the new Ordinances and By-Laws on the Old Colony Beach bulletin board on April 6. These two documents remain on the bulletin board to this date. Rich stated that he has not posted a paper sign to inform boat owners who to call to reclaim their kayaks/boat that was removed last fall (Item #45). The final item reviewed #46 has been completed as Rich stated that he has reserved the Shoreline Community Center for the Saturday, June 25th Semi-Annual General Membership meeting.

Committee Reports-

Chairman's Report (Doug Whalen): Doug reported that he heard that the Sound View DOT project is moving forward. Twenty-two (22) parking spaces will be removed from Hartford Avenue and sidewalks will be widened. Doug also reported that Amtrak has plans to move the train track farther to the north away from the shoreline. Doug is working with Joe Frutuoso, the Association Webmaster, to find a better calendar for the website. Doug is also working on finding a better program to allow "e-blasts" (informational e-mails) with greater content than we can currently provide. Doug spoke to Nickerson Landscaping about enhancing the Breen Avenue entrance. Doug informed the group that Colonial Printers will be producing printed copies of the new By-Laws and Ordinances.

Clerk's Report (Rich Kingston): Rich reported that he received OCBCA related documents from Don DuBaldo who recently resigned from the Board. Rich has given Steve the Tax Collector related materials that Don returned.

Tax Collector (Steve Humes): Steve reported that he will be pursuing the two unpaid 2015 tax bills by advising the homeowners that he will be placing liens on their property after July 1 if the taxes remain unpaid at that time.

Recreation (Gavin Cartiera): Gavin informed the Board that a beach-wide tag sale will be held the weekend of June 4th and 5th. A motion (Kingston/Humes) was made to suspend the on-street parking rules for Friday, June 3rd through Sunday June 5th from 8:00 AM to 5:00 PM for this event. The motion passed unanimously. OCBCA will pay for advertising for this event. Fliers will be distributed throughout the Association to announce the event. As the tag sale is a two day event there will not be a rain date. Gavin would like to conduct a talent show on the beach this

summer. Gavin would also like to offer “yoga on the beach” classes on Saturday mornings during the summer. The Board agreed that it wants the annual dinner to be catered. Gavin has a local caterer who will provide hot dogs, hamburger, chicken, etc. The Board also agreed that it wanted to have a “meet and greet” session at the beach the morning after the June 25th General Membership Meeting. This event will start at 9:30 AM.

Public Safety (Jerry Brocki): Jerry informed the Board that the summer security contract has been finalized and signed by Doug. Doug will provide a copy of this contract to Rich and Janet for file. Jerry will rent a golf cart for Security for July and August. Rich will check with the Association’s insurance agent to make sure we are insured for its operation. Within the next couple of weeks Jerry will make sure all gates and cameras are operational. He will also set up the guard booth at the Breen Avenue entrance in the near future. The Board would like Jerry to set up local wireless at each camera at which a computer in close proximity to the camera can download recorded video.

Public Works (absent position): Rich informed the Board that the homeowner on Hartung near the Sound View pedestrian gate has complained that vehicles drive down this dead end and when backing up have struck his truck and even his garage. The Board will post a no exit sign on the corner of Old Colony and Hartung to discourage traffic on this dead end. Rich and Doug are currently working together to cover in the absence of a Director of Public Works. Doug pointed out an inconsistency regarding street sweeping in the beach cleaning contract which will need to be corrected in future versions. H.S. Plaut Environmental Services will sweep Hartung Avenue before Memorial Day. Doug will finalize the swim buoy contract and have Harry of H.S. Plaut Environmental Services sign it. Doug will assess the need to do street crack sealing on his return.

Purtill Avenue Stub Sale Update: Janet reported that the Association’s attorney wrote to the two property owners adjacent to the Purtill Avenue stub on January 15 asking to be contacted before February 15 regarding their intent to purchase their side of the property. After not receiving any reply to this letter the attorney then wrote another letter asking that the property owners contact his office before April 29 to resolve this matter. The Board will make a final determination at its May 25th meeting regarding whether to sell the property or return to the General Membership with a recommended option for future use. Doug asked Janet to ask the attorney to write a letter to the property owners that further action may be taken by the Board at its May 25th meeting if he does not get a response by the April 29 deadline.

WPCA Report: Steve and Frank Noe have added an arbitration clause to the inter-party agreement with the three beaches involved in the sewer project. The WPCA is waiting to hear DEEP’s (Department of Energy and Environmental Protection) reaction to the beaches’ comments to the environmental impact assessment. The WPCA has requested an extension to the DEEP Consent Order until October 2018.

April 27, 2016
OCBCA Board of Governors Meeting

Status of Charter, By-Laws & Ordinance Revisions: Rich reported that although the new revised Ordinances and By-Laws are now in effect the Charter (1935/1947) has not been altered and whenever a conflict occurs the Charter language takes precedence.

FY2017 Budget: The Board again reviewed the draft 2017 Budget that Doug had sent to Board members (Attachment 3). The following changes to the draft budget were made as follows: under Revenue increase Recreation to \$2,000 and Raffle to \$2,000 to reflect recent trends and under Expenditures General Fund reduce Insurance to \$6,500, increase Fire Protection (Hydrants) to \$9,300, increase Recreation to \$9,000 and increase Professional Fees to \$10,700. Steve will ask the WPCA to submit their budget request for FY2017 to the Board.

Other Old Business: Steve updated the Board on the involvement of the Wetlands Commission in the Sheffield Brook project. A site review by the Commission is planned for May 5. Rich will represent OCBCA at this walk through. Doug asked the Board to talk up the Board vacancy in hopes of filling it.

New Business: None.

Public Comment: No public comment due to a lack of a public presence at this meeting.

NEXT MEETING - The next Board of Governor's meeting is scheduled for Wednesday, May 25th at 6:30 PM. The meeting will held at Doug Whalen's cottage at 41 Old Colony Rd., Old Lyme.

A motion (Brocki/Cartiera) was made to adjourn at 8:26 PM. The motion passed.

Respectfully submitted

Richard Kingston
OCBCA Clerk
May 4, 2016

Approved at May 25, 2016 Board of Governors Meeting

April 27, 2016
OCBCA Board of Governors Meeting

Results of Voting at the April 27, 2016 Old Colony Beach Club Association Board of Governors Meeting. Board of Governor Members present- Janet Montano, Steve Humes, Jerry Brocki, Gavin Cartiera, Doug Whalen, and Rich Kingston.

Suspend On Street Parking Rules: A motion (Kingston/Humes) was made to suspend the on-street parking rules for Friday, June 3rd through Sunday June 5th from 8:00 AM to 5:00 PM for the beach-wide tag sale event. The motion passed unanimously.

April 27, 2016
OCBCA Board of Governors Meeting

ATTACHMENT 1

April 27, 2016 OCBCA Board Meeting
Treasurer's Summary

Balance July 1, 2015: \$151,198.21

Income: \$193,649.46

Expenses: \$109,902.80

Balance April 27, 2016: \$234,944.90

General Fund Checking	\$ 17,132.13
General Fund MM Savings	\$ 142,488.10
Capital Fund MM Savings	\$ 75,324.67

Balance 4/27/16	\$234,944.90
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ATTACHMENT 2

From: Douglas Whalen [mailto:douglaswhalen@comcast.net]
Sent: Tuesday, March 08, 2016 12:48 PM
To: 'Douglas Whalen'; 'Gavin Cartiera'; 'janet montano'; 'Jerry Brocki'; 'Richard Kingston'; Stephen J. Humes
Subject: beach security letter to old lyme

As requested here is a first draft of a letter to Old Lyme selectwoman and Resident Trooper regarding beach security. We can discuss tonight

Letter to the Town of Old Lyme from Old Colony Beach Club Association (OCBCA) Board of Governors:

We are preparing our community for another fun filled summer on the Connecticut shoreline in Old Lyme and we have been reviewing public safety issues each year to try and improve the safety of our residents. As our Public Safety Director and Board of Governors reviewed last year's incidents we detected some serious public safety issues that happen on the water and near the shoreline and are asking for your assistance in this matter.

OCBCA residents complained about the many boats and jet skis that would speed alongside the swim area and within the moored boats. OCBCA had to repair our swim lines numerous times last year due to boaters & jet skis getting their props caught in the swim lines and cutting the swim lines to get free. We also had many swim line repairs by the Pavilion boat path area due to jet skis tying off to the swim line and causing the swim line to break from the anchor. We noticed that on weekends & holidays from 1:00 – 5:00 was the high traffic time for boaters that disregard boating laws and speed within the “no wake zones”.

We are asking the Town of Old Lyme to add a boat patrol during weekends at peak boating times to try and control the many intoxicated boaters that frequent the bars on the beach. We noticed the weekends & holidays from 1:00 – 5:00 as the high traffic time for intoxicated boaters that disregard boating laws and put our residents in jeopardy by speeding in and out of the “No wake area” .

We attempted to work with the Beach rangers last year but there seemed to be a breakdown in communication with **{which}** did not provide us the opportunity to have a strong communication program that our private security firm or residents could use last summer. Last year the Board of Governors instructed our private security firm to contact Beach rangers when there was a problem on the shoreline but when confronted the Beach Rangers stated there was nothing they could do. Residents complained that numerous phone calls were placed to the State Police regarding boater safety and intoxicated people causing a disturbance over the summer and they waited over 4-5 hours before getting a response. There was **{were}** two occasions where a call was placed and they did not receive a response until the next day. It is our hope and goal to work out some strong communication program for this summer. We would like to have a way for our private security firm to alert Old Lyme PD or Beach Rangers to potential problems on the beach and have a better response for issues related to the beach area.

Douglas Whalen
Chairman, Old Colony Beach Board of Governors

ATTACHMENT 3

Old Colony Beach Club Association Proposed Budget

Proposed FY2017 Budget

	Actual FY 2014	Actual FY 2015	Budget FY 2016	Actual FY2016 12/31/2015	Proposed FY 2017
<u>Revenues</u>					
Property Taxes + interest	140,040.07	139,370.80	141,500.00	141,160.49	141,500.00
Town of Old Lyme	13,500.00	13,500.00	9,100.00	4,550.00	9,100.00
Vendor Fees	500.00	500.00	500.00		500.00
Reimbursement for Liens & Lien Releases					
Registrations	900.00	450.00	100.00	250.00	100.00
Reimbursement for Bank Charge		51.95			
Gate Swipe Cards	360.00	280.00		285.00	
Fines	45.00	400.00		40.00	
Sign damage payment		88.00			
Interest Income General Fund	87.56	161.11	50.00	82.07	50.00
Interest Income Capital Account	55.91	73.18	50.00	48.50	50.00
Easement Funds				8,250.00	
Recreation	1,811.00	2,670.00	1,500.00	2,600.00	1,500.00
Raffle	1,472.00	2,417.50	1,500.00	2,744.00	1,500.00
Merchandise	1,336.25	625.00	800.00	1,460.50	400.00
Total Revenues	160,107.79	160,587.54	155,100.00	161,470.56	154,700.00

<u>Expenditures General Fund</u>					
Public Safety	24,387.23	23,853.87	29,000.00	19,629.46	27,000.00
Public Works	34,643.73	40,851.17	39,000.00	18,276.17	38,000.00
Insurance	4,870.00	5,154.00	8,100.00	5,241.00	8,500.00
General Administration	4,190.05	3,802.27	5,100.00	4,330.24	6,000.00
Electricity	4,507.35	5,027.98	5,100.00	2,496.85	5,300.00
Fire Protection (Hydrants)	8,187.89	8,777.76	9,000.00	4,504.72	9,000.00
Recreation	7,466.72	6,132.84	7,000.00	7,876.16	8,000.00
Raffle	684.74	700.77	600.00	100.00	600.00
Merchandise		1,333.00	1,200.00	1,219.50	1,800.00
Professional Fees	15,675.00	7,830.00	14,500.00	4,988.60	9,000.00
Donations					
Reconciliation Discrepancy	0.40				
Property Taxes	1,278.06	1,329.42	1,500.00	929.56	1,500.00
Subtotal	105,891.17	104,793.08	120,100.00	69,592.26	114,700.00
Contingency Fund Capital Account	17,000.00	20,000.00	13,000.00		18,000.00
General Funds Transfer to Capital Account					
General Fund Expenditures after \$ transfer	122,891.17	124,793.08	133,100.00		132,700.00

April 27, 2016
OCBCA Board of Governors Meeting

Capital Improvements/Expenditures

WPCA	3,095.34	41,904.66	22,000.00		22,000.00
Bond (Roads & Brook)					
Fencing					
Waste Water Study					
Signage Project					
Survey					
Sheffield Brook		3,400.00		11,516.00	
Beach Restoration					
<u>Subtotal</u>	3,095.34	45,304.66	22,000.00	11,516.00	22,000.00

Total	108,986.51	150,097.74	155,100.00	81,108.26	154,700.00
Mill Rate	2.5	2.5	3.25	3.25	3.25
Profit/Loss	\$51,121.28	\$10,489.80			