

**January 10, 2017**

**Old Colony Beach Club Association Board of Governors Meeting  
Gavin Cartiera's Home, 24 Wedgewood Drive, Wethersfield**

The meeting was called to order at 6:37 PM by Board Secretary Rich Kingston as Doug Whalen is attending by conference call.

**ATTENDANCE:** Members present- Janet Montano, Steve Humes (conference call), Sonia Dudas, Gavin Cartiera, Joel Zimmerman, Doug Whalen (conference call), and Rich Kingston. There was one member of the public in attendance.

**Approval of the 11/8/2016 Board of Governors Meeting Minutes:** A motion was made (Montano/Zimmerman) to accept the minutes from the November 8, 2016 Board of Governors meeting. The motion to accept the minutes passed unanimously.

**Treasurers Report (Janet Montano):** Janet presented the Treasurer Summary through December 31, 2016 (Attachment 1). Janet, in addition to presenting the Treasurer Summary, updated the Board about Sheffield Brook Project related revenues and expenses. A motion (Cartiera/Zimmerman) was made to accept the Treasurer Summary as presented. The motion to accept the report passed unanimously. Doug added that it currently appears that the total funds available (Department of Housing (\$300,000), Old Lyme Shores (\$50,000) and Old Colony Beach (\$50,000) will be sufficient to cover the cost of the lower portion of the Sheffield Brook Project. Doug reported that a last minute issue related to the need to move an existing Connecticut Water Company water line did add unanticipated cost to the initial expenditure projections. Doug is hoping that the final cost will not exceed \$390,000.

**Action Items Update:** Rich reported that he is still working on Action Item #37 (Develop a Records Retention Policy). He hopes to develop an Association specific policy in the near future. Rich reported on Item #50 (Seek Further Information to Ensure that Newly Revised Charter is Approved by State Legislature). Rich reported that he filed a copy of the revised Association Charter with the Secretary of State on November 29. He is currently working with State Representative Devin Carney and the Senator Paul Formica's staff to get the revised Charter language included in a formal bill to be presented to the Connecticut General Assembly this session. Rich will be available to testify when the bill with the Charter revision goes to a public hearing. Rich will share further information with the Board as he receives it.

**Committee Reports-**

**Chairman's Report (Doug Whalen):** Doug informed the Board that he is working with the Sheffield Brook contractor to make sure that the existing outflow pipe is kept clear to prevent flooding of local properties.

**Clerk's Report (Rich Kingston):** Rich reported that he has made arrangements with the pastor of the Shoreline Church to make the donation that the Board approved at is August meeting. Rich will work with the pastor to reserve the same space for the June 2017 Semi-Annual Membership meeting.

**Tax Collector (Sonia Dudas):** Sonia reported that one outstanding FY2017 tax bill still remains to be paid. Sonia will work with Janet to send the appropriate notice to the delinquent property owner and arrange a property lien if the bill remains unpaid. Steve will send Sonia a copy of the letter he used last year.

**Recreation (Gavin Cartiera):** Gavin reported that he hopes to have a proposed summer recreation schedule available to discuss at the Board's February meeting. The Board discussed having a second annual tag sale. The consensus is that one day rather than both weekend days would work better.

**Public Safety (Steve Humes):** Steve reported that he needs to begin working on the summer Security Guard contract. Doug suggested that Steve speak to Fred Callahan from the Federation of Old Lyme Beaches as he coordinates the security contracts for that group of which OCBCA is a member. Steve plans to meet with former Board member Jerry Brocki to familiarize himself with his duties, e.g. gate access cards, summer guard schedules, vehicle license plates, etc.

**Public Works (Joel Zimmerman):** Joel reported that Rich Kingston is monitoring the snow plowing performance on site this winter.

**Sheffield Brook Project Progress Report** – Joel reported that he attended a project walk through conducted by NRCS. Representatives from Fuss & O'Neill and as many as six potential bidders attended this contractor walk through for the upper portion of this project. Joel was very impressed with the NRCS representatives. Joel wants to make sure that we get permission from private landowners should the winning contractor need to store items on their property for the duration of the project. Joel also reported that although the project specifications require the Association to tag the trees that need to be removed the NRCS representative would prefer that the trees that need to be saved should be tagged instead. The Board discussed the most appropriate way to address this issue. Joel suggested that this tagging process should take place once the path of the new stream has been staked out. Joel was informed that that the project work will commence on March 1 and take four weeks. The necessary plantings will be made subsequently once "the ground has settled." As regards tree tagging Doug suggested electronically soliciting members with expertise to assist in this effort. Doug knows of a member's daughter who may have such experience. Doug will solicit volunteers from the Association to assist in the tree tagging effort. Doug has the information about the schedule for this project and will share with Board members. Rich is working with John Rosenthal of the Department of Housing who needs to conduct employee interviews to make sure the contractor is complying with the payroll provisions of the contract.

**WPCA Report** - Steve reported that the WPCA met on November 28<sup>th</sup>. The WPCA is discussing the EDU (Equivalent Dwelling Unit).issue. The WPCA is meeting tomorrow night when Steve and other members will be updated on the progress of negotiations with the neighboring towns by Chairman Frank Noe. The Board discussed how the WPCA will share information that will impact each member's individual financial responsibility. Rich stressed the need to make sure that all legal procedures are followed in the same way that they were when the project was first approved by the membership in July 2012.

**Other Old Business:** Rich asked that the Board take a formal vote on a pending approved motion from the November 8 meeting related to the Construction of Berm along West Side of Beach. The pending motion stated:

A motion (Kingston/Cartiera) was made to allow the Board to vote by e-mail within the next few weeks to approve the construction of a berm along the west side of the beach on the condition that Doug provides information regarding the cost of purchasing and planting of sea grass and the formal acknowledgement by DEEP that a permit is not necessary to do this work or documentation to prove that DEEP does not have jurisdiction over this project.. The motion passed unanimously.

Doug obtained information that indicated that although the beach area could be beautified the creation and maintenance of a berm is much more complex than originally thought. He suggested that the berm creation idea be disapproved at this time. Rich suggested that since the vote to proceed with the berm has not been formally held it should be presented to a vote at this time. The Board voted unanimously to disapprove the creation of a berm. Doug wanted the record to reflect that the Board will continue to work on ways to beautify the beach.

**New Business:** There was no new business.

**Public Comment:** The only member of the General Public present (Harvey Schiller) offered his commendation for the way the Board members work with each other.

**NEXT MEETING** - The next Board of Governor's meeting is scheduled for Tuesday, February 21<sup>st</sup> at 6:30 PM. The meeting will held at Gavin Cartiera's house at 24 Wedgewood Drive, Wethersfield, CT. Doug stated that we should plan on initiating discussions for the FY2018 budget at this meeting. Rich suggested that each member use the updated budget that Janet will issue at the end of January for this discussion.

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A motion (Zimmerman/Cartiera) was made to adjourn at 7:41 PM. The motion passed.

Respectfully submitted

Richard Kingston  
OCBCA Clerk  
January 11, 2017

Approved at March 21, 2017 Board of Governors Meeting

**Results of Voting at the January 10, 2017 Old Colony Beach Club Association Board of Governors Meeting. Board of Governor Members present- Janet Montano, Steve Humes (conference call), Sonia Dudas, Gavin Cartiera, Joel Zimmerman, Doug Whalen (conference call), and Rich Kingston.**

**Construction of Berm along West Side of Beach – Language from November 8, 2016 Board Meeting:** *A motion (Kingston/Cartiera) was made to allow the Board to vote by e-mail within the next few weeks to approve the construction of a berm along the west side of the beach on the condition that Doug provides information regarding the cost of purchasing and planting of sea grass and the formal acknowledgement by DEEP that a permit is not necessary to do this work or documentation to prove that DEEP does not have jurisdiction over this project.. The motion passed unanimously.*

**Rich suggested that since the vote to proceed with the berm has not been formally held it should be presented to a vote at this time. The Board voted unanimously to disapprove the creation of a berm.**

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**ATTACHMENT 1**

OCBCA Board of Governors Meeting

Treasurer's Summary

January 10, 2017

Balance July 1, 2016: \$195,997.09

Income: \$349,194.47

(\$349,194.47 minus \$25.80 collected in FY 2016 plus \$0.01 FY 2017 overpayment)\*

Expenses: \$325,137.29

Balance December 31, 2016: \$220,028.48

General Fund Checking	\$ 65,077.38
General Fund MM Savings	\$100,615.48
Capital Fund MM Saving	<u>\$ 54,335.62</u>
Balance 12/31/16	\$220,028.48

\*QuickBooks does not consider tax over payments made in one FY as income in that year but as income in the following FY. So where I was adding tax overpayments to actual income in my FY2016 summaries, I am now subtracting them in my 2017 summaries as well as adding in FY2017 overpayments.