

**June 6, 2017**

**Old Colony Beach Club Association Board of Governors Meeting  
Doug Whalen's Home, 41 Old Colony Rd., Old Lyme**

The meeting was called to order at 6:34 PM by Board Chairman Doug Whalen.

**ATTENDANCE:** Members present- Janet Montano, Steve Humes, Sonia Dudas, Gavin Cartiera (conference call), Joel Zimmerman, Doug Whalen, and Rich Kingston

Members absent – None.

No members of the public were present.

**Approval of the 5/16/2017 Board of Governors Meeting Minutes:** A motion was made (Humes/Montano) to accept the minutes from the May 16, 2017 Board of Governors meeting. The motion to accept the minutes passed unanimously.

**Treasurers Report (Janet Montano):** Janet presented the Treasurer Summary through May 31, 2017 (Attachment 1). A motion (Zimmerman/Humes) was made to accept the Treasurer Summary as presented. Doug stated that he will be working with Janet to get Old Lyme Shores' portion, approximately \$46,000, of their share of the lower Sheffield Brook Project. The motion to accept the report passed unanimously.

**Action Items Update:** Rich reported that Action Item #37 (Develop a Records Retention Policy) is a long term project. Rich reported on Item #50 (Seek Further Information to Ensure that Newly Revised Charter is Approved by State Legislature). Rich reported that he sent a thank you e-mail to State Representative Devin Carney thanking him for all of his efforts in assisting OCBCA in getting its newly amended Charter passed by the Legislature. It was agreed that the revised portions of the new Charter, once it is signed by the Governor, will be implemented after July 1. The revised Charter allows the Board to set different amount of fines for the various infractions of Association rules and also allows for proxy voting during membership meetings. Rich stated that one of the major changes is the one parcel per vote rule change. In the past all deeded owners could cast a vote during General Membership meetings.

**Committee Reports-**

**Chairman's Report (Doug Whalen):** Doug presented his Chairman's Report to the Board (Attachment 2). Rich stated that the Board needs to encourage Association members to sign up for official e-mail document delivery which will assist us if on-line proxy voting is adopted by the Board (see last item in Chairman's Report).

**Clerk's Report (Rich Kingston):** Rich reported that he has reserved the main portion of the Shoreline Church's meeting room for the June 24<sup>th</sup> Semi-Annual General Membership meeting.

**Tax Collector (Sonia Dudas):** Sonia stated that she has nothing to report. Rich asked about how the collection of pending fines was progressing. Janet and Sonia both reported that they do not have this list. Rich will review materials he received from Don DuBaldo after Don resigned from the Board to see if he can locate the list.

**Recreation (Gavin Cartiera):** Gavin reported that the June 3<sup>rd</sup> Tag Sale may not be worth repeating next year. The Board reviewed the summer recreation schedule (Attachment 3). Rich suggested that having an annual “trash” day may be worth holding prior to the start of the summer season. The Board would get a dumpster for a given Saturday to allow members to dispose of unwanted items. The Board agreed that this would be a good idea for next year.

**Public Safety (Steve Humes):** Prior to Steve’s report the Board discussed the best way to warn people away for the two new Sheffield Brook outlet pipes. The consensus was to post signage and to add appropriate instruction to the security guard post orders. Steve reported that his primary activity of late has been working with the new security service to familiarize them with OCBCA requirements. Steve advised the Board that two security guards left their posts on Saturday, June 3<sup>rd</sup> without permission. Those guards have been terminated and Swift Security assured Steve that this situation would not reoccur. Rich asked that the security guards enforce the no parking rule in the easement area of Sheffield Brook. Steve said he is working with Jerry Brocki, former Director of Public Safety, to assume duties that Jerry previously was assigned.

**Public Works (Joel Zimmerman):** Joel reported that he has two major contractors during the summer season, Nickerson Landscaping and H.S. Plaut Environmental Services. Joel had to update the Nickerson Landscaping service area from last year as the Sheffield Brook Project has eliminated areas that were maintained in previous years. Joel reported that he is working with Harry to clean those portion of the streets near Hartung which are stipulated in the contract. The inexactness of the contract language regarding cleaning these streets has led to some problems. Joel will address this issue in next year’s contract. Joel reported that the mosquito repellant pellets have been placed in all thirty-seven (37) storm drains.

**Purtill Avenue Stub Sale** – Doug reported that he spoke to OCBCA’s attorney who has received an acknowledgement from one of the Purtill Avenue Stub homeowners that they have received the terms of sale. The Board will recommend to the membership that they accept the revised terms of the sale agreement.

**Sheffield Brook Project Progress Report** – Doug stated that the state Department of Housing plans to visit the lower portion of the Sheffield Brook Project with a representative from Housing & Urban Development (HUD), a federal agency. As Doug will not be available to meet with them due to a previously planned trip Rich will meet with them. Doug reported that the final cleanup is in progress for the lower portion of the Sheffield Brook Project. The contractor will be placing grade gravel in the area of this project designated for golf cart parking. Joel reported that

he has been informed by NRCS that the upper portion of the Sheffield Brook Project is scheduled to be completed by June 28. Joel believes that there is more work to be done that can be completed by that date. The contractor faces daily fines if the project runs past the scheduled completion date. The Board recognizes that it would have to grant an exemption to the “no construction” rule if the work extends beyond June 30. Joel informed the Board that that the Sheffield Brook easement area is designed to be maintenance free.

**WPCA Report** - Steve reported that the WPCA is gearing up for a public presentation at the June 24<sup>th</sup> General Membership meeting to update the membership on the preferred definition of Equivalent Dwelling Unit (EDU). The EDU will determine how the project costs will be distributed among the individual homeowners. The WPCA is seeking public comment at the General Membership meeting regarding the definition of EDU. Written comments will also be accepted within thirty (30) days of the presentation. The final decision regarding the definition of an EDU will be made by the WPCA after public comments have been received and reviewed. Steve stated that the difference among the types of residences within OCBCA complicates the matter of choosing the definition of an EDU. Rich complimented the WPCA for the diligence they are exhibiting in researching this issue. Steve reported that the project status is unchanged from last month.

**Reappointment of Robert Asal and Donald Brodeur to WPCA to new five year terms** – A motion (Humes/Zimmerman) was made to reappoint Robert Asal and Donald Brodeur to new five year terms on the WPCA. These appointments will expire June 30, 2022. There was no discussion. The motion passed unanimously.

**Board of Governors Meeting Schedule for FY2018** – Rich stated that the Board sets its meeting schedule on an annual basis commencing in July. The Board discussed the best days to meet and decided second Tuesdays continue to be a good date for meetings. Rich will review the schedule to make sure that there are no conflicts that would require any rescheduling (Attachment 4).

**Preparation for June 24<sup>th</sup> General Membership Meeting** – The Board discussed reordering the agenda to give sufficient time to conduct business prior to the WPCA’s presentation and subsequent discussion. The Board also reviewed the items that would accompany the official meeting announcement which needs to be mailed at least ten (10) days prior to the meeting.

**Other Old Business:** Janet reported that one residence has not been billed for their taxes in the past year due to a clerical error by the town. The Board agreed that the payment of taxes due should be pursued. Doug encouraged Board members to solicit donations for items to raffle off at the annual dinner. Doug announced that towels, cups, and beach bags will be sold at the General Membership meeting.

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**New Business:** There was no new business at this time.

**Public Comment:** None.

**NEXT MEETING** - The next Board of Governor's meeting is scheduled for Tuesday, July 11<sup>th</sup> at the Synagogue Beth El on Gorton Avenue.

A motion (Humes/Zimmerman) was made to adjourn at 8:29 PM. The motion passed.

Respectfully submitted

Richard Kingston  
Clerk

June 20, 2017

Approved at the July 11, 2017 Board of Governors Meeting

**Results of Voting at the June 6, 2017 Old Colony Beach Club Association Board of Governors Meeting. Board of Governor members present- Janet Montano, Steve Humes, Sonia Dudas Gavin Cartiera (conference call), Joel Zimmerman, Doug Whalen, and Rich Kingston.**

**Reappointment of Robert Asal and Donald Brodeur to WPCA to new five year terms –** A motion (Humes/Zimmerman) was made to reappoint Robert Asal and Donald Brodeur to new five year terms on the WPCA. These appointments will expire June 30, 2022. There was no discussion. The motion passed unanimously.

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**ATTACHMENT 1**

OCBCA Board of Governors' Meeting

Treasurer's Summary

June 6, 2017

Balance July 1, 2016: \$195,997.09

Income: \$412,906.15

(\$412,906.15 minus \$25.80 collected in FY 2016 plus \$0.01 FY 2017 overpayment)\*

Expenses: \$403,448.65

Balance May 31, 2017:           \$205,428.80

General Fund Checking       \$ 50,894.33

General Fund MM Savings   \$100,677.93

Capital Fund MM Savings   \$ 53,856.54

Balance 5/31/17               \$205,428.80

\*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.

## **ATTACHMENT 2**

### **Chairman's Report**

- Working with Celicia and John Rosenthal (State of CT) to update our grant. HUD is looking to review it as we are near completion. I provided John a review of all our checks and bills Celicia is providing certified payroll and contract documents from Dichello and Fuss & O'Neill
- Purchased scrappers and paint to do over the front entrance fences
- Jerry Brocki is looking into the Broughel magnet and why it is not working. Should have a solution by this weekend
- Still waiting on proposal from Security 101 for the camera program.
- Made (2) attempts to meet the new resident trooper in Old Lyme but have not caught up with her yet.
- Moved the portable guard shack down 2' due to a request by the homeowner. Jeff Whalen will provide us with a proposal to redo the portable guard shack (on Gorton). He is going to look at a light weight construction so it will be easier to move. We also need to fix the (2) barn doors on the guard shack on the beach as they are broken. I screwed them shut for security reasons as they will not latch anymore.
- Angie is sick and said she will not be able to do any movies or the gates this year. We need to discuss what we want to do for the gates?
- Paul Morneau (tents4yourevent) has agreed to keep the same price as last year and has the date secured.
- Need (2) golf cart license plates.
- Working on insurance policy renewal application
- Received an Email regarding a dog being allowed on the beach, spoke to dog owner and was advised dog will be kept off the beach
- Attended a webinar on a new program that allows for residents to send in their proxy and votes by Email. Company is called votehoanow.com

**ATTACHMENT 3**

Recreation Schedule

June 24 - 6:30pm Semi-annual Membership Meeting

June 25 - 10am Coffee + social on the beach

July 1 - 8pm Movie on the beach

July 2 - 2pm Sandcastle contest & Ice Cream Social

July 8 - 8pm Movie on the beach

July 9 - 9am Kayak outing (meet by boat launch area)

July 15 - Music on the beach “Third Stone Band”

July 22 - 5:30 Association Picnic on the Beach

July 29 - 8pm Movie on the beach

August 5 - 8pm Movie on the beach

August 6 - 2pm Sandcastle contest & Ice Cream Social

August 12 - 8pm Marcello Spagna music

August 19 - 9am Kayak outing (meet by boat launch area)

August 19 - 8pm Movie on the beach

August 26 - 8pm Movie on the beach

September 9 - 6:30pm Semi-annual membership meeting



**ATTACHMENT 4**

**DRAFT**

**OLD COLONY BEACH CLUB ASSOCIATION  
BOARD OF GOVERNORS MEETING SCHEDULE**

**July 2017 to June 2018**

The OCBCA Board of Governors, at its June 6, 2017 Regular Meeting, set its annual meeting schedule as follows:

**Meetings on Tuesdays at 6:30 PM:**

July 11, 2017  
August 8, 2017  
September 12, 2017  
October 10, 2017  
November 14, 2017  
December 12, 2017 (Hanukah begins at sundown need to reschedule)  
January 9, 2018  
February 13, 2018  
March 13, 2018  
April 10, 2018  
May 8, 2018  
June 5, 2018

Meeting Sites Dependent on Date and Time of Meeting  
Summer Meetings Held at a Congregation Beth El, Gorton Ave., Old Lyme  
Winter Meetings at Various Locations in Proximity to Board Members' Winter Homes