

May 16, 2017

**Old Colony Beach Club Association Board of Governors Meeting
Rich Kingston's Home, 12 Old Colony Rd., Old Lyme**

The meeting was called to order at 6:35 PM by Board Chairman Doug Whalen.

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

Members absent – None.

There was one member of the public in attendance.

Approval of the 3/21/2017 Board of Governors Meeting Minutes: A motion was made (Montano/Zimmerman) to accept the minutes from the March 21, 2017 Board of Governors meeting. The motion to accept the minutes passed unanimously.

Treasurers Report (Janet Montano): Janet presented the Treasurer Summary through April 30, 2017 (Attachment 1). A motion (Kingston/Humes) was made to accept the Treasurer Summary as presented. The motion to accept the report passed unanimously. Janet gave Rich a copy of the Old Colony Beach Club Association Compiled Financial Statements as of June 30, 2015 just received from Merrick & Associates, the Association's accounting service, for file.

Action Items Update: Rich reported that he is still working on Action Item #37 (Develop a Records Retention Policy). Rich stated that he views this task as a long term project. Rich reported on Item #50 (Seek Further Information to Ensure that Newly Revised Charter is Approved by State Legislature). Rich informed the Board that he is in touch with State Representative Devin Carney who has sponsored the Charter Amendment in the House of Representatives. Senator Formica is the Senate co-sponsor of Senate Bill #1038 which will allow the Connecticut General Assembly to formally adopt the OCBCA Charter Amendment. Rich reported that he testified on March 22 before the Planning and Development Committee in support of this bill.

Committee Reports-

Chairman's Report (Doug Whalen): Doug reviewed his list of pending spring cleanup issues (Attachment 2). The Board agreed that the entrance gates should be repainted with the existing black rather than choosing a different color. Joel asked the Board whether the trunk from the recently cut down tree at the corner of Hartung and the Brookside should be ground or removed. The Board agreed that the stump should remain as is. Rich commented that the solar light on the right side of the Old Colony Road entrance is not working and needs to be repaired. The Board agreed that Angie should be given the job of opening and closing the gates as she has done for

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the last two years. Doug and Steve will work with Jerry Brocki to get the license plate materials needed for new golf cart/scooter registrations.

Clerk's Report (Rich Kingston): Rich reported that he has reserved the Shoreline Church's meeting room for the June 24th Semi-Annual General Membership meeting.

Tax Collector (Sonia Dudas): Sonia reported that she has nothing to report. Doug reminded the Board that Sonia has agreed to assist Gavin in his role as Recreation Director this summer.

Recreation (Gavin Cartiera): Gavin reported that he has received a commitment from Captain John's to cater the July 22nd Annual Association Dinner at the same cost as last year. Gavin reported a few minor changes to this summer's Recreation Schedule. Doug will place a newspaper ad for the June 3rd community tag sale in the Hartford Courant and the New London Day. As the Board has just been informed about the dates of the Synagogue Beth El ice cream socials the Sand Castle Contests will be scheduled for Sunday, July 2nd and Sunday, August 6th. Gavin will send out the revised Recreation Schedule to all Board members.

Public Safety (Steve Humes): Steve reported that he will be scheduling a meeting with the supervisor of Swift Security to walk the property and familiarize the new contractor with the Association's security requirements. Doug will join Steve on this walk-through. Steve asked the Board if they would be interested in purchasing a golf cart rather than renting one for the season at \$500 per month for July and August with an additional fee of \$125 to transport the cart to and from the beach from Hawkes Rental. Rich expressed his opinion that leasing, although it may be more expensive over the long run, is much more convenient than purchasing a golf cart which would require maintenance and winter storage. Doug stated that the consensus remains that leasing a golf cart for the season is our best option.

Public Works (Joel Zimmerman): Joel reported that he will be meeting with Doug to go over his responsibilities for the summer and to coordinate their respective lists of work that needs to be done. Joel reported that beach cleaning, installation of the swim lines, and erection of signage are his immediate priorities to get ready for the Memorial Day weekend. Joel continues to work with Eversource to get the light poles that were previously removed last fall to be reinstalled. Joel informed the Board that the light on the pole by the rocks on our eastern border will be a 400 Watt lamp which will be brighter than the one that was previously used at this location. The lamp will be shielded. The Board agreed that solar power should be used for the security camera rather than having Eversource install a power plug on this pole. The goal of the Board is to have an active security camera system which Board members can access at any time to observe events on a "live" basis. Steve is working with Eversource's attorneys to create an agreement between our two entities to allow the necessary installations on the light pole. Rich stated that he would send Joel a copy of last year's Nickerson Landscaping contract so that Joel can create a new one for this year.

Purtill Avenue Stub Sale – Doug reported that he has not yet heard from our attorney as to whether the two Purtill Avenue stub landowners have officially agreed to purchase their portion of the stub for \$6,000 each. The Board is hoping that this agreement will be reached prior to the June Semi-Annual General Membership meeting so that this new amount can be presented to the membership for their approval. If an agreement cannot be reached with the property owners the Board can then elect to utilize the stub for alternate purposes.

Sheffield Brook Project Progress Report – Doug stated that he appreciates the work that Joel has been doing in regards to this project. Joel reported that the lower portion of the Sheffield Brook Project is almost completed. Dean Audet of Fuss & O'Neill has been supervising the contractor for this project. One of the recent changes to this project is to fill the portion of the junction box which is below pipe level with gravel. Dean has stated that blocking the entrances to the pipes is not a good idea. He is concerned with the stream backing up when debris gets caught in any type of grating. Doug noted that the Association attorney's advice is to follow the direction of the project engineer. As a result of this information the Board agreed that it would follow the advice of the project engineer but also place warning signs at the ends of the pipes. Joel next reported on the upper portion of the project which is a federal NRCS project. Because of recent wet weather Joel does not believe that the upper portion of the project will be completed until the end of June. Joel is very pleased with the performance and cooperation of the NRCS construction foreman. Joel will compile a list of what will be required of the Association after construction is completed. Janet will share the easement agreement with the federal government with Joel as it has language regarding how this area needs to be treated in the future. Doug reported that storm drains from Old Lyme Shores property were discovered to be blocked accounting for the flooding on these properties rather than the overflow of Sheffield Brook after storms.

WPCA Report - Steve reported that a significant amount of time was spent at last night's WPCA meeting discussing the methodology to be used to determine the definition of an Equivalent Dwelling Unit (EDU) for Old Colony Beach. The total cost of the OCBCA portion of the project will be divided by the number of EDUs to determine individual homeowner costs. The WPCA will vote on May 22 to select an official definition of an EDU that will be proposed to the general membership at a public hearing. After the public hearing the WPCA will then take a final vote on the definition of an EDU. Doug contributed that the WPCA is really doing its due diligence in regards to this issue.

Fiscal Year (FY) 2018 Budget – Doug reported that the proposed 2018 Budget will maintain last year's mill rate of 3.25. Doug noted the few minor changes that were made to individual line items from last year. A motion (Zimmerman/Humes) was made to accept the 2018 OCBCA Budget as presented (Attachment 3) to bring to a general membership vote on June 24th. There was no discussion. The motion passed unanimously.

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Preparation for June 24th General Membership Meeting – Joel believes that the WPCA public hearing (if scheduled) and the Sheffield Brook Project will be the issues of most concern to the membership. Joel would like to see the agenda tailored to accommodate this fact and also, if possible, to set a time limit on member comments. There was some discussion about the time impact of the WPCA public hearing on the other agenda items. Steve will find out from Frank Noe, the WPCA chair, if a public hearing needs to be held at this time.

Other Old Business: A motion (Kingston/Dudas) was made to make a \$100 donation to the Shoreline Church for use of their building for the upcoming June 24 Semi-Annual General Membership meeting. There was no discussion. The motion passed unanimously.

New Business: There was no New Business at this time.

Public Comment: The only member of the General Public present (Harvey Schiller) was concerned about the new Miami Beach regulations which may impact Old Colony Beach. Doug assured Harvey that the Board is taking steps to ensure that those recent rule changes will not negatively impact OCBCA.

NEXT MEETING - The next Board of Governor's meeting was rescheduled from Tuesday, June 13th to Tuesday, June 6th to allow for preparation for the June 24th Semi-Annual General Membership meeting. The meeting will be held at Synagogue Beth El on Gorton Avenue.

A motion (Montano/Kingston) was made to adjourn at 8:22 PM. The motion passed.

Respectfully submitted

Richard Kingston
OCBCA Clerk
May 22, 2017

Approved at the June 6, 2017 Board of Governors Meeting

Results of Voting at the May 16, 2017 Old Colony Beach Club Association Board of Governors Meeting. Board of Governor members present- Janet Montano, Steve Humes (conference call), Gavin Cartiera (conference call), Joel Zimmerman, Doug Whalen, Sonia Dudas and Rich Kingston.

Fiscal Year (FY) 2018 Budget - A motion (Zimmerman/Humes) was made to accept the 2018 OCBCA Budget as presented (Attachment 3) to bring to a general membership vote on June 24th. There was no discussion. The motion passed unanimously.

Donation to Shoreline Church – A motion (Kingston/Dudas) was made to make a \$100 donation to the Shoreline Church for use of their building for the upcoming June 24 Semi-Annual General Membership meeting. There was no discussion. The motion passed unanimously.

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ATTACHMENT 1

OCBCA Board of Governors' Meeting

Treasurer's Summary

May 16, 2017

Balance July 1, 2016: \$195,997.09

Income: \$412,885.84

(\$412,885.84 minus \$25.80 collected in FY 2016 plus \$0.01 FY 2017 overpayment)*

Expenses: \$379,342.71

Balance April 30, 2017: \$229,514.43

General Fund Checking \$ 55,857.77

General Fund MM Savings \$100,665.11

Capital Fund MM Savings \$ 72,991.55

Balance 4/30/17 \$229,514.43

*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

OCBCA spring cleanup pending issues:

- * Get light poles replaced at boat launch area
- * Install security camera at boat launch
- * Get Beach ready for summer- Harry stated he cleaned the beach May 1st and will continue to clean the beach. Harry called today telling me about 4 logs on the beach and will have to be removed. I stated the logs were small and should be part of the winter cleanup. I mentioned to Harry if he felt the beach was clean I would not agree and there needs to be a lot of work before it is acceptable.
- * Main entrance gates are peeling and need to be painted. Now is the time to see if we want to try another color?
- * Nickerson Landscape called me asking about the spring cleanup and if anything is needed. We should discuss front entrance plantings and areas that need mowing
- * Once the golf cart parking area is finished we should monitor the wild brush behind it and maybe clean it up, we could walk through that area at a later date.
- * Hartung roadway needs to be swept by Harry's company and the side streets swept 50' up from Hartung
- * Beach signs need to be put up.
- * Guard shack needs to be put out on Gorton Ave.
- * We need to look at getting mosquito tabs for our storm drains
- * Volleyball net needs to be put up
- * Turn & exit signs need to be adjusted for the new street entrance/exit.
- * Pass through gates need to be activated
- * Guard shack on beach needs to be cleaned out.
- * Walk complex and check out street lights, call Eversource if any are out. Check main entrance pillar lights to make sure they are working.
- * Check with Don about a flag. He used to buy flags and get reimbursed by Association. Maybe get a bigger flag for this year.
- * Check for vehicle passes. Do we have enough to start the season?

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ATTACHMENT 3

**Old Colony Beach Club Association Fiscal Year Proposed 2018 Budget plus Actual
Expenditures to 4/30/17**

	Actual FY 2015	Actual 6/30/2016	Budget FY 2017 APPROVED	Actual 4/30/2017	Budget FY 2018
Revenues					
Property Taxes + finance charges	139,370.80	141,160.49	141,500.00	144,007.62	141,500.00
Town of Old Lyme	13,500.00	9,100.00	9,000.00	9,000.00	8,450.00
Vendor Fees	500.00		500.00	500.00	500.00
Reimbursement for Liens & Lien Releases					
Registrations	450.00	350.00	100.00	300.00	200.00
Reimbursement for Bank Charge	51.95				
Gate Swipe Cards	280.00	445.00		230.00	200.00
Fines	400.00	40.00			
Sign damage payment	88.00				
Boat storage cost reimbursement		30.00		30.00	
Federation 1/2 dues returned				289.50	
CT Water funds overpayment returned				4,751.95	
Overcharged fees returned				1,166.00	
Interest Income General Fund	161.11	186.74	50.00	125.47	75.00
Interest Income Capital Account	73.18	99.87	50.00	109.30	75.00
Easement Funds		8,250.00			
State of Connecticut grant money		52,930.01		247,070.00	
Recreation	2,670.00	2,600.00	2,000.00	2,460.00	2,000.00
Raffle	2,417.50	2,744.00	2,000.00	2,531.00	2,000.00
Merchandise	625.00	1,570.50	400.00	315.00	
Total Revenues	160,587.54	219,506.61	155,600.00	412,885.84	155,000.00
Expenditures General Fund					
Public Safety	23,853.87	24,145.03	27,000.00	16,719.67	26,000.00
Public Works	40,851.17	31,367.65	38,000.00	19,574.88	40,000.00
Insurance	5,154.00	5,241.00	6,500.00	5,309.00	6,400.00
General Administration	3,802.27	6,499.06	6,000.00	2,929.47	6,000.00
Electricity	5,027.98	5,022.24	5,300.00	3,895.18	5,800.00
Fire Protection (Hydrants)	8,777.76	9,139.94	10,000.00	8,135.84	10,200.00
Recreation	6,132.84	8,038.42	9,000.00	8,846.76	9,000.00
Raffle	700.77	100.00	600.00	472.32	500.00
Merchandise	1,333.00	1,219.50	1,700.00	1,658.40	1,600.00
Professional Fees	7,830.00	9,816.11	10,000.00	3,622.50	10,000.00
Donations				100.00	
Property Taxes	1,329.42	929.56	1,500.00	955.71	1,500.00
Subtotal	104,793.08	101,518.51	115,600.00	72,219.73	117,000.00
Contingency Fund Capital Account	20,000.00	13,000.00	18,000.00	18,000.00	16,000.00
General Fund Expenditures after \$ transfer	124,793.08	114,518.51	133,600.00	90,219.73	
Capital Improvements/Expenditures					
WPCA	41,904.66	22,000.00	22,000.00		22,000.00
Sheffield Brook Permits		1,685.00		1,250.00	
Sheffield Brook	3,400.00	49,530.00		305,872.98	
Subtotal	45,304.66	73,215.00	22,000.00	307,122.98	38,000.00
Total	150,097.74	174,733.51	155,600.00	379,342.71	155,000.00
Mill Rate	2.5	3.25	3.25	3.25	3.25
Profit/Loss	10,489.80	44,773.10			

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