

**November 8, 2016**

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

The meeting was called to order at 6:30 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 9/13/2016 Board of Governors Meeting Minutes:** A motion was made (Montano/Cartiera) to accept the minutes from the September 13, 2016 Board of Governors meeting. The motion to accept the minutes passed unanimously.

**Treasurers Report (Janet Montano):** Janet presented the Treasurer Summary through October 31, 2016 (Attachment 1). Janet reported that there has been a \$15 monthly increase from Connecticut Water Company for their hydrant service. A motion (Cartiera/Zimmerman) was made to accept the Treasurer Summary as presented. The motion to accept the report passed unanimously.

**Action Items Update:** Rich reported that Action Item #37 (Develop a Records Retention Policy) is an agenda item that will be discussed later in the meeting. Rich reported on Item #50 (Seek Further Information to Ensure that Newly Revised Charter is Approved by State Legislature). Rich has contacted a local state legislator to gain further information about the proper format for submitting the necessary documents to the Secretary of State so that the newly revised OCBCA Charter can be approved by the state legislature. Rich will share that information once he receives it. Doug reported on Item #51 (Build a Berm on the Beach along the West-Side Fence). Doug explained how the attempt to apply for a \$5,000 grant to design and plant sea grass on a newly constructed berm along the west side of the beach, which is under Board consideration, has been unsuccessful due to a lack of interest. The initial plan was to secure the \$5,000 grant and then get a local student to perform in-kind services in the same amount to design and plant the berm. The berm itself would be constructed by the contractor currently performing the Sheffield Brook Outflow project with sand removed from that site. Doug believes that the cost of sea grass would be relatively inexpensive. The berm would be constructed about 3 feet high from the ocean side of the fence to short of the volley ball court on the land side. Doug reported that DEEP informed him that no permitting would be required to build this berm. Rich asked if the sand could be reused on the beach if the decision to remove the berm was ever made. Doug stated that the sand would need to be removed. This could be done without any permission unless animal life would be impacted by this removal. Doug believes that constructing this berm would beautify the beach. 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.

### **Committee Reports-**

**Chairman's Report (Doug Whalen):** Doug informed the Board that the items he will report on are agenda items later in this meeting.

**Clerk's Report (Rich Kingston):** Rich reported that he still needs to contact Pastor Calo of the Shoreline Church about making the Board approved donation in appreciation for use of the church for the September General Membership meeting.

**Tax Collector (Sonia Dudas):** Sonia reported that one of the two recently outstanding FY2017 tax bills has been collected leaving only one to remain to be paid.

**Recreation (Gavin Cartiera):** Gavin had nothing to report.

**Public Safety (Steve Humes):** Steve plans to meet with former Board member Jerry Brocki to familiarize himself with his duties.

**Public Works (Joel Zimmerman):** Joel reported that there are only two things going on with Public Works, the Sheffield Brook Outflow Project that Doug is handling and the finalization of the contract for snow plowing contract for this winter. Joel gave Rich the original contract and Janet a copy for file.

**Purtill Avenue Stub Sale -** Doug reported that the two adjacent homeowners to the Purtill Avenue Stub have offered to pay a total of \$12,000 rather than the membership approved amount of \$14,000 for this stub. Doug suggested that the final sale should be tabled and this counter offer brought back to the general membership at the June semi-annual meeting for their consideration. Doug will get the bottom line of costs that the Association is being asked to assume. A motion (Whalen/Cartiera) was made to table the Purtill Avenue Stub Sale and bring the new offer from the adjacent property owners to the membership for its consideration at the June 2017 General Membership meeting. The motion passed unanimously.

**Sheffield Brook Project Progress Report –** Doug reported that Fuss & O'Neill is concerned about the ability of the contractor to properly construct the base for the west side of the groin. Doug has also been informed that an official from the state is making arrangements to visit the work site and interview the employees to ensure that they are being paid properly. Doug asked Rich to represent the Board at these meetings. Doug also stated that that two jet-ski lines may need to be moved west after the project is completed. Doug hopes that the bids will be sent out in

November 8, 2016  
OCBCA Board of Governors Meeting

December for the necessary work on the upper portion of Sheffield Brook so that work can be completed in April. There is some concern by Fuss & O'Neill that the bids may not be issued as early as hoped.

**WPCA Report** - Steve reported that the WPCA will be considering the definition of an Equivalent Dwelling Unit (EDU) at its November 28<sup>th</sup> meeting. Steve explained that there are two categories of cost: infrastructure shared by the three beach associations and infrastructure exclusive to Old Colony Beach. The current preferred allocation method being considered for the first category of infrastructure is a single charge for each property. Steve also reported that the comments submitted by the WPCA to DEEP for the Environmental Impact Evaluation more than a year ago have been favorably received. The WPCA argued that any subsequent development within the Association should be controlled by local zoning and FEMA regulations rather than through the current waste water agreement. As a result the restrictive language at issue has been removed from the agreement.

**Review of Emergency Operations Plan (EOP)** – The Board agreed to table this agenda item for a future meeting. Rich asked Doug to send out the EOP to all Board members.

**Records Retention Requirement** – Rich reported that he spoke to the State Archivist and has the regulations for records retention. The Association must follow the same rules as the other municipalities in the state. Rich stated that he will work on securing permission to destroy meeting tapes as the first project related to records retention.

**Other Old Business:** There was no other old business.

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

**Public Comment:** There was no public comment

**NEXT MEETING** - The next Board of Governor's meeting is scheduled for Tuesday, December 13th at 6:30 PM. The meeting will held at Gavin Cartiera's house at 24 Wedgewood Drive, Wethersfield, CT.

A motion (Montano/Humes) was made to adjourn at 7:30 PM. The motion passed.

Respectfully submitted

Richard Kingston  
OCBCA Clerk  
November 9, 2016

Minutes Approved at January 10, 2017 Board of Governors Meeting

November 8, 2016  
OCBCA Board of Governors Meeting

**Results of Voting at the November 8, 2016 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** - 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.

**Purtill Avenue Stub Sale** - A motion (Whalen/Cartiera) was made to table the Purtill Avenue Stub Sale and bring the new offer from the adjacent property owners to the membership for its consideration at the June 2017 General Membership meeting. The motion passed unanimously.

November 8, 2016  
OCBCA Board of Governors Meeting

**ATTACHMENT 1**

OCBCA Board of Director's Meeting

Treasurer's Summary

November 8, 201

Balance July 1, 2016: \$195,997.09

Income: \$211,637.96

(\$211,637.96 minus \$25.80 collected in FY 2016 plus \$0.01 FY 2017 overpayment)\*

Expenses: \$214,364.25

Balance October 31, 2016: \$193,245.01

General Fund Checking     \$ 67,400.58

General Fund MM Savings    100,590.33

Capital Fund MM Savings     25,254.10

Balance 11/8/16     \$193,245.0

\*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.