

April 11, 2015

**Old Colony Beach Club Association Board of Governors Meeting
Don DuBaldo's Cottage, 9 Hartung Place, Old Lyme, Ct**

The meeting was called to order at 9:13 AM by Board Clerk Rich Kingston. Rich stated that a quorum was present.

ATTENDANCE: Members present- Janet Montano, Don DuBaldo, Harry Plaut, and Rich Kingston. Members absent- Jerry Brocki and Doug Whalen.

Minutes: A motion was made (DuBaldo/Montano) to accept the minutes from the March 7, 2015 Board of Governors meeting. Janet noted that "not" should be "no" on page 2 in the Chairman's Report section. The motion to accept the minutes with the suggested correction to the wording passed unanimously.

Treasurers Report (Janet Montano): Janet Montano presented the Treasurers Summary for the period ending March 31, 2015 (Attachment 1). A motion (DuBaldo/Plaut) was made to accept the Treasurers Summary. The motion passed unanimously. Janet noted that a check for an outstanding fine has bounced. Don will resume his efforts to collect this fine with the appropriate late payment fee. Janet attempted to open a credit card account for OCBCA at Webster Bank. As it currently stands a Board member must offer their own credit history in order to secure a credit card. Further research is required before a credit card can be secured. The fact that OCBCA is a municipality may affect how the credit card can be acquired. Janet has been informed that our accounting software, QuickBooks 2012, will no longer be supported.

Action Items Update: The Board reviewed and updated the listing of Action Items for March 2015. No changes or updates were needed at this time. There was some discussion about item #26 regarding consolidated mailboxes and what is needed prior to presenting this issue to the general membership. Rich will ask Doug if he can find someone from the Beautification Committee to further research this issue.

Committee Reports:

Chairman's Report (Doug Whalen): There was no report due to Doug's absence.

Clerk's Report (Rich Kingston): Rich had nothing to report except that he would arrange for use of the Shoreline Community Center for the June Semi-Annual General Membership meeting.

Tax Collector (Don DuBaldo): Don reported that he has collected the last two delinquent taxes for FY2015. Some fees are still outstanding. Don sent a reminder on March 9th to the only remaining homeowner that was fined last summer but has yet to pay the fine. The Board has not

received a response yet. Rich will refer this issue to Doug for his assistance. Don stated that rather than replace the QuickBooks accounting software with the next stand-alone version he made a motion (DuBaldo/Kingston) to immediately move to the cloud version of the necessary QuickBooks accounting software to address existing storage and file security issues. Making this change would also enable individual Board members to view financial materials on-line. The motion passed unanimously.

Recreation (Harry Plaut): Harry stated that he had nothing to report.

Public Safety (Jerry Brocki): In Jerry's absence Rich reported that Securitas Security may request a price increase for summer security services. Harry reported that he is concerned about moving the portable guard shack with the solar panel on top. He will work with Jerry to determine the best way to move the shack without risking damage to the solar panel.

Public Works (interim, Rich Kingston): Rich reported that Doug has volunteered to take on this responsibility on his return from Florida until a new Board member is appointed and assigned these duties. Rich has picked up John's Public Works files and the anti-mosquito tablets that will be put in the storm drains on the first of July and August.

Beach Maintenance Contracts & Swim Buoy Contracts: Harry, acting as H.S. Plaut Environmental Services, reported that he was willing to accept the same amount and conditions for the Swim Buoy contract as last year. As a motion made and approved at the March 7 OCBCA Board meeting offered to extend either or both contracts with H.S. Environmental Services there is no need to formally accept this offer. Rich will prepare a new contract for Swim Buoys for Harry's and the Board's Chairperson's (Doug Whalen) signatures. Concerning the Beach Maintenance contract Harry, again acting as H.S. Plaut Environmental Services, offered to perform the same services as last year with two exceptions and at a cost of \$14,400. Harry stated that his proposal does not include street sweeping or previously inclusive dump fees (fees due to the town of Old Lyme for dumping would be paid separately by the Association). A motion (DuBaldo/Montano) was made to amend the original March 7 motion to include street cleaning for a ten (10) week season and town dump fees and offer H.S. Plaut Environmental Services a three year contract. The amount for summer 2015 will be \$15,500, summer 2016 will be \$15,750, and summer 2017 will be \$16,000. There was also discussion about the starting time for beach cleaning services. Rather than stipulate a starting time it was agreed that the beach and streets needed to be cleaned by 9:30 AM daily and OCBCA stipulates that all local ordinances regarding starting times must be followed. Harry stated that he will continue to move the blue waste cans prior to pick-up by the town. Rich asked for a vote on the motion. Harry recused himself from the vote. The motion passed unanimously.

WPCA Report – Harry reported that the next WPCA meeting is scheduled for Thursday, April 14. He had nothing else to report.

2016 Budget – Janet noted that a \$500 income item for Vendor Fees was inadvertently omitted from the last version of the proposed 2016 Budget. The Board discussed leaving the Public Safety line at the FY2015 number of \$25,000, reduce the Public Works projected budget to \$38,000, reduce Fire Protection to \$8,500, increase Raffle Income to \$2,000, and increase Merchandise Income to \$1,000. The Board needs a budget from the Water Pollution Control Authority (WPCA) in order to support their financial needs in FY2016. Harry will ask the WPCA to provide this information to the Board. Janet will revise the Proposed Budget for Fiscal Year 2016.

Purtill Avenue Stub Sale & Broughel Avenue Status – Rich reported that the Association’s attorney will work with the two homeowners adjacent to the Purtill Avenue Stub to sell this property to those landowners. Don wants to make sure that both landowners purchase their respective halves or one owner buys both halves. If one of the parties decides not to purchase their half and the other homeowner does not want to purchase it Don wants to make sure that the sale does not go through at all otherwise OCBCA would end up with one half of the stub for no effective purpose. Rich reported that no further progress has been made in regards to the Broughel Avenue entrance to Swan Avenue.

USDA/Dept of Housing Sheffield Brook Project– Rich reported that work has started on this project as surveyors have been active in this area.

Other Old Business – Harry reported that he will ask the town to install a buoy marker clearly defining the “No Wake” zone. Rich stated that he is concerned about the number of vehicles and trailers parked at the boat launch which impede walking traffic. The Board agreed that it will make sure that foot traffic can traverse this area.

New Business – Rich suggested that a new notebook computer should be purchased as the current one is at least five years old and currently needs a new battery. A motion (Kingston/Plaut) was made to purchase a new computer for the use of the Treasurer from the current fiscal year’s funds not to exceed \$750. The motion passed unanimously.

NEXT MEETING - The next Board of Governor’s meeting is scheduled for Saturday, May 16th at 9:00 AM. A meeting site is yet to be determined.

A motion (DuBaldo/Montano) was made to adjourn at 11:27 AM. The motion passed.

Respectfully submitted
Richard Kingston
OCBCA Clerk
April 13, 2015

Results of Voting at the April 11, 2015 Old Colony Beach Club Association Board of Governors Meeting. Board of Governor Members present: Janet Montano, Don DuBaldo, Harry Plaut, and Rich Kingston. Members absent: Jerry Brocki and Doug Whalen.

Purchase On-Line Version of QuickBooks accounting software: Don stated that rather than replace the QuickBooks accounting software with the next stand-alone version he made a motion (DuBaldo/Kingston) to immediately move to the cloud version of the necessary QuickBooks accounting software to address existing storage and file security issues. The motion passed unanimously.

Beach Maintenance Contract: A motion (DuBaldo/Montano) was made to amend the original March 7 motion to include street cleaning for a ten (10) week season and town dump fees and offer H.S. Plaut Environmental Services a three year contract. The amount for summer 2015 will be \$15,500, summer 2016 will be \$15,750, and summer 2017 will be \$16,000. Rather than stipulate a starting time it was agreed that the beach and streets needed to be cleaned by 9:30 AM daily and OCBCA stipulates that all local ordinances regarding starting times must be followed. Harry recused himself from the vote. The motion passed unanimously.

Purchase of a New Desktop Computer: A motion (Kingston/Plaut) was made to purchase a new computer for the use of the Treasurer from the current fiscal year's funds not to exceed \$750. The motion passed unanimously.

April 11, 2015
OCBCA Board of Governors Meeting

ATTACHMENT 1

April 11, 2015 OCBCA Board Meeting
Treasurer's Summary

From July 1, 2014 to March 31, 2015:

Income: \$158,821.86

Expenses: \$118,821.66

Resulting in the Net Income: \$40,000.20 plus 2 cents overpayment of 2014 taxes

Added to the beginning balance of July 1, 2014: \$140,535.43

Results in the Balance on Hand as of March 31, 2015: \$180,535.65