

July 7, 2015

**Old Colony Beach Club Association Board of Governors Meeting
Synagogue Beth El, Gorton Ave., Old Lyme, Ct.**

The meeting was called to order at 6:45 PM by Board Chair Doug Whalen. Doug stated that a quorum was present and that one member of the public was in attendance.

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

Approval of 6/13/2015 Board of Governor Meeting Minutes: A motion was made (Brocki/DuBaldo) to accept the minutes from the June 13, 2015 Board of Governors meeting. The motion to accept the minutes passed unanimously.

Treasurers Report (Janet Montano): Janet passed out the Treasurer Summary (Attachment 1) through June 30. A motion (Kingston/DuBaldo) was made to accept the Treasurer Summary as presented. The motion to accept the report passed unanimously.

Action Items Update: The Board reviewed and updated the listing of Action Items for June 2015. Updates were made to the list to reflect activity through June 2015. Jerry reported that Item #8, posting a notice that security cameras are in use, was completed. Item #23 regarding enforcement of no-wake zones is still pending. Item #26, issue of consolidated mailboxes, has been completed as the general membership decided not to pursue this matter at this time. Jerry reported that Items #28 and #33, the planning to set up “cloud storage” for Board documents and other materials, has been completed. Item #35, review Special Events Policy, has been tabled until the August Board meeting. Regarding Items #28 and #33 a motion (Kingston/DuBaldo) was made to use Go Daddy for OCBCA web hosting, document storage, Office 365, and e-mail service at an annual cost not to exceed \$1,000. Rich suggested that the Board develop a records retention policy. He will pursue getting a copy of the standards which the state of Connecticut suggests for municipalities. The motion passed unanimously.

Committee Reports:

Chairman’s Report (Doug Whalen): Doug reported that he attended the June 27th Federation of Old Lyme Beaches Executive Council meeting. Doug was informed that the Old Lyme Police will respond to calls but will not have any extra presence at the beach communities beyond that. The police position is that the current number of calls and the current limited resources does not justify any additional presence. Doug reported that due to an internal reorganization there is no longer a designated liaison between the Old Lyme Police and the beach communities. The Federation has plans to meet with the Old Lyme First Selectwoman, Bonnie Reemsnyder, to discuss this situation further. Don suggested that Doug write a letter to the town of Old Lyme’s

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First Selectwoman indicating that OCBCA is not satisfied with the current police arrangements as just described. Doug will pass this letter by the Board members for their review prior to sending it out. Doug also attended the “Bikeway” meeting to discuss a town sponsored project at Sound View Beach. There are three components to this project: evaluation of Route 156, improvements to Hartford Avenue including a bikeway, and improvements to the Sound View Green. The town has decided, due to lack of available funds and the need to spend grant funds on transportation related improvements, to spend their efforts improving Hartford Avenue and the bikeway. The Sound View Green with bathrooms would be too expensive to construct at this time. Only ten per cent of the transportation grant can be spent on non-road improvements limiting what the grant can be used for. The unfunded portions of this project cost is \$471,000 for the creation of a Sound View Green and \$243,000 for the bathrooms at the Sound View Green. The total cost of the entire project is \$1,465,000. The town has decided to use the \$532,000 from the Department of Transportation grant and \$219,000 of its own funds to make the improvements to Hartford Avenue. The town hopes to raise other funds to complete the other two portions of this project. The changes to Hartford Avenue will reduce parking by eleven (11) spaces with parallel parking on one side of the street.

Clerk’s Report (Rich Kingston): Rich reported that he has started tagging garbage cans that have not been taken in within twenty-four (24) hours of pick-up. Don suggested that a sign could be attached to the guard shack at the entry to indicate recycle week.

Tax Collector (Don DuBaldo): Don reported that all of the tax bills for the new fiscal year have been mailed or handed out. The fine issue with a Breen Avenue resident has been resolved as the \$300 fine has been paid.

Recreation (Harry Plaut): In Harry’s absence Doug reported that the Sand Castle Contest is scheduled for this coming Sunday. Doug reported on the progress of the preparations for the summer dinner party on July 18. Doug noted that there are a number of great raffle prizes for the dinner. The Board agreed to raffle the Red Sox tickets as we did last year in a separate raffle costing \$10 a chance and limited to 50 chances. Although Ginny Durso will not be able to run a candy table this year Marie Whalen will now take on this responsibility for this year.

Public Safety (Jerry Brocki): Jerry has received and distributed additional gate access cards. The idea to issue temporary license plate for golf carts and scooters until the permanent ones are made is working well. The golf cart for Security was delivered last Wednesday, July 1. The cell phone for the security guard has not yet been issued but will be soon. Jerry is addressing a problem with the Broughel and Hartung pedestrian gates. Doug has made appointments with two fence installers to get bids for commercial quality reinforced gates. Jerry stated that the gates currently in use are too flimsy.

Public Safety (continued): Jerry reported that the camera installed on the security shed at the main entrance has been vandalized causing it to short circuit. Jerry will repair this camera and install a second camera facing toward the beach. Don has offered assistance in encasing the camera leads into metal conduit to better protect them. Doug informed the Securitas Security supervisor that he is not pleased with the performance of the nighttime security guard. This guard will either need to be retrained or relieved of his duties. The beach pass process is working very well. Those residents using pink beach passes are having them replaced with blue ones available from Rich Kingston.

Public Works (Gavin Cartiera): In Gavin's absence Doug reported that the broken Brookside gate will be repaired. Doug is working with Nickerson Landscaping to install new ground cover around the Old Colony Beach Club sign at the Old Colony entrance. Don expressed concerns about the size of the openings between buoys on the swim line being much too wide. Doug reported that the portion of the beach with the rocks will be groomed three times a week as he needs to work with the tides. Doug reported that road crack sealing has been completed. The Board is still concerned about the lack of enforcement by the town of Old Lyme of the "no wake" zone. The solar lights that were installed on the two piers of Old Colony Road were stolen on Monday night. *{The lights subsequently reappeared in place on Wednesday morning on the day after this meeting.}*

WPCA Report – In Harry's absence Doug remarked that some WPCA Board members are up for re-election as their terms have expired. Rich will provide this list to the Board prior to the next meeting and put WPCA membership renewal on the August agenda. Doug reported that the Miami Beach Association, Old Lyme Shores Beach Association, and Old Colony Beach Club Association (OCBCA) are developing an Inter-Municipal Agreement (IMA) so that they can move forward for the purposes of the installation of sewers as one entity. Don would like the WPCA to have their attorney write a letter to the town of Old Lyme putting them on notice that any delays and subsequent costs caused by the town will be liable to recovery. Doug replied that the three beaches have secured an attorney to protect our mutual interests in regards to this entire matter including the town's involvement. Doug will solicit from the town's WPCA a statement as to what their intent is in regards to the three beaches moving forward without the involvement of the town.

Charter, By-Laws & Ordinance Review & Revision Committee - This agenda item is tabled until next meeting.

USDA/Dept of Housing Sheffield Brook Project– Doug stated that the project is moving along and that there will be a public hearing about this project at the September 12 Semi-Annual General Membership meeting. Doug and the Fuss & O'Neil representatives are planning a meeting with the Old Lyme First Selectwoman and representatives from the town Zoning Board, the Wetlands Commission, and the Flood and Erosion Commission. Doug indicated that there

are two drain options. The first is to install two new 36” conduits and the second is to use the existing 36” conduit and add an additional 36” conduit. Cost versus overall benefit will be the determining factors in this decision.

Adoption of Contract Signing Limits – Rich explained the need to formally adopt previously endorsed contract signing limits. A motion (DuBaldo/Montano) was made to adopt the following contract signing limits: 1) \$1,500 maximum limit for purchase orders; 2) \$1,501 to \$9,999 officers or directors have signing authority with prior Board approval; and 3) \$10,000 or greater officers have the signing authority with prior Board approval. There was no discussion. The motion passed unanimously.

Special Event Request from Two Residents for Volleyball Court during Off-Season - Doug notified the Board that Christina Williams of 82-1 Old Colony Road asked to reserve the volleyball court for a family party on Saturday, September 12 from Noon to 6:00 PM. A motion (Kingston/Brocki) was made to approve this request. The motion passed unanimously.

Doug then notified that Board that Shannon Whalen of 39 Old Colony Road asked to reserve the volleyball court on Saturday, October 17th for a wedding ceremony. She asked to reserve the court from 7:00 AM to 2:00 AM. A motion (Brocki/Montano) was made to approve this request. Rich stated that he thought that the 2:00 AM ending time was too late and suggested that a Midnight ending time was more reasonable. After some discussion Doug asked that this request be considered from him rather than his daughter. Jerry Brocki who made the initial motion agreed to change the ending time to Midnight. The motion passed with one abstention (Whalen).

Amount Due Collection Issue – 13 Hartung Place: The homeowner at 13 Hartung Place has asked for a waiver for interest charges of \$77.65 due from fiscal year 2012. A motion (Montano/Brocki) was made to grant a waiver to forgive the amount of \$77.65 previously due from the homeowner at 13 Hartung Place. The Tax Collector recommended that the waiver not be granted due to the lateness of the waiver request. The motion passed three ayes to two nays.

Other Old Business: Janet reported that a homeowner at 57 Old Colony Road who is now deceased owed \$21.87 in interest charges. Her house has recently been sold and the \$21.87 is still outstanding. A motion (Brocki/Kingston) was made to forgive the amount of \$21.87 previously due from the homeowner at 57 Old Colony Road. The motion passed unanimously.

New Business: Doug has received an e-mail from the new homeowner at 57 Old Colony Road concerning a \$20 construction fine assessed today, July 7th. The homeowner explained the need to install a front door during the “no construction” time of year. The homeowner did not request a waiver prior to the work being done. A motion (Whalen/Montano) was made to waive the \$20 fine for construction at 57 Old Colony Road assessed on July 7th. Discussion followed. The

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motion passed three ayes to one nay with one abstention. Janet expressed concerns about bushes blocking street signage at the intersection of Breen and Grove and at the intersection of Gorton Avenue and Broughel Avenue. Doug will ask the Public Works Director to speak to the homeowners to ask them to trim the bushes.

Public Comment: One Association member in attendance thought that the construction waiver for 57 Old Colony Road should not have been granted.

NEXT MEETING - The next Board of Governor's meeting is scheduled for Tuesday, August 4th at 6:30 PM. The meeting site will held at the Congregation Beth El on Gorton Avenue.

A motion (Brocki/Montano) was made to adjourn at 8:35 PM. The motion passed.

Respectfully submitted
Richard Kingston
OCBCA Clerk
July 15, 2015

Approved at August 4, 2015 Board of Governors Meeting

Results of Voting at the July 7, 2015 Old Colony Beach Club Association Board of Governors Meeting. Board of Governor Members present: Don DuBaldo, Janet Montano, Jerry Brocki, Rich Kingston, and Doug Whalen.

Use Go Daddy to Host OCBCA Digital Needs: A motion (Kingston/DuBaldo) was made to use Go Daddy for OCBCA web hosting, document storage, Office 365, and e-mail service at an annual cost not to exceed \$1,000. The motion passed unanimously.

Adoption of Contract Signing Limits –A motion (DuBaldo/Montano) was made to adopt the following contract signing limits: 1) \$1,500 maximum limit for purchase orders; 2) \$1,501 to \$9,999 officers or directors have signing authority with prior Board approval; and 3) \$10,000 or greater officers have the signing authority with prior Board approval. There was no discussion. The motion passed unanimously.

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Amount Due Collection Issue – 13 Hartung Place: A motion (Montano/Brocki) was made to grant a waiver to forgive the amount of \$77.65 previously due from the homeowner at 13 Hartung Place. The motion passed three ayes to two nays.

Amount Due Collection Issue – 57 Old Colony Road: A motion (Brocki/Kingston) was made to forgive the amount of \$21.87 previously due from the homeowner at 57 Old Colony Road. The motion passed unanimously.

Waiver of Fine – 57 Old Colony Road - A motion (Whalen/Montano) was made to waive the \$20 fine for construction at 57 Old Colony Road assessed on July 7th. Discussion followed. The motion passed three ayes to one nay with one abstention.

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ATTACHMENT 1

July 7, 2015 OCBCA Board Meeting

Treasurer's Summary

Balance July 1, 2014: \$140,535.43

Income: \$160,587.56

Expenses: \$150,097.74

Balance June 30, 2015: \$151,025.25

General Fund Checking	\$13,553.95
General Fund MM Savings	72,352.90
Capital Fund MM Savings	<u>65,118.40</u>
Balance 6/30/15	\$151,025.25