

February 13, 2018

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

The meeting was called to order at 6:34 PM by Rich Kingston, Clerk, in the physical absence of Board Chairman Doug Whalen.

ATTENDANCE: Members present- Gavin Cartiera, Janet Montano, Joel Zimmerman, Doug Whalen (by phone), Steve Humes (by phone), and Rich Kingston.

Member absent – Sonia Dudas

No members of the public was present.

Approval of the 1/9/2018 Board of Governors Meeting Minutes: A motion was made (Cartiera/Zimmerman) to accept the minutes from the January 9, 2018 Board of Governors meeting. There was no discussion. The motion to accept the minutes passed.

Treasurers Report (Janet Montano): Janet presented the Treasurer Summary through January 31, 2018 (Attachment 1). A motion (Zimmerman/Cartiera) was made to accept the Treasurer Summary as presented. There was no discussion. The motion to accept the Treasurer Summary passed unanimously. Janet informed the meeting that the outstanding Woods Hole Group bill for work related to the Sheffield Brook Project has been paid.

Action Items Update: Rich reported again that he had not yet started working on Action Item #37 (Develop a Records Retention Policy). There are no other outstanding Action Items pending,

Committee Reports-

Chairman's Report (Doug Whalen): Doug reviewed the items in his written statement entitled Chairman's Activities & Notes (Attachment 2).

Clerk's Report (Rich Kingston): Rich had nothing to report.

Tax Collector (Sonia Dudas): In Sonia's absence Janet reported that there has not been any changes from the previous month's report as there are still three (3) Association members who have not paid their FY2018 taxes totaling \$1,678.31.

Recreation (Gavin Cartiera): Gavin suggested that the Annual Picnic be held on Saturday, July 21st. The Board agreed that a different type of menu might be indicated as hot dogs and hamburgers have been served the last two picnics. Gavin brought up the issue of hiring someone to operate the summer recreation activities. Doug would like to see a high school or college

student be paid with a stipend to perform these duties. The Board is open to further discussion on this matter.

Public Safety (Steve Humes): Steve reported that he has received a proposal from USA Security for a price of \$21.00 per hour to provide summer security guard services. Steve is hoping to secure two other prices before recommending a vendor to the Board. Steve is also working with Eversource to secure official permission to mount OCBCA owned camera equipment, solar panels, etc. on power poles. Steve stated that he would remain with last year's hour of coverage when determining this year's security schedule. Steve will look into the possibility of having the guard service available on short notice should summer weather be predicted outside the scheduled hours of normal operation.

Public Works (Joel Zimmerman): Joel reported that there is very little activity this time of year outside of the need to plow accumulating snow. Joel will be contacting the town of Old Lyme to arrange for the pickup of mosquito pellets to be placed in the storm drains this summer. Rich noted that he has asked the snow plowing contractor to pick up the debris from broken speed bumps. Doug asked Joel to look into resolving the Gorton Avenue and Hartung Place flooding problem.

Sheffield Brook Project Progress Report – Doug stated that currently there does not seem to be a problem with blockage of the outflow pipes although shoaling continues to be a problem. He then suggested that the remainder of this discussion was best addressed in an Executive Session later in the meeting. A motion (Montano/Whalen) was made to move the discussion of this agenda item after Item XIII New Business. There was no discussion. The motion passed.

WPCA Report – Steve, the Board liaison, reported that the WPCA had a productive meeting on February 5th. Steve reported that significant legal fees have been accumulated to date. OCBCA's share of these fees is approximately \$27,000. The bond attorney for this project has been replaced by a less expensive law firm. Doug reported that Steve Humes has offered his legal assistance to assist in containing WPCA legal costs. Doug reported that representatives from the three beach communities and the town of Old Lyme met without their lawyers present to agree on some issues that have slowed the process for leasing the land needed for the pump station. Doug informed the Board that the town of Old Lyme has received a consent order to proceed with sewers. Doug signed a new DEEP Consent Order which puts the end date for sewer installation approximately two years from this date. Doug also stated that the town of East Lyme has been given a forty-five (45) day deadline to complete a contract with the three beaches to allow for the transfer of waste water through that town. Rich asked Steve about the issue of the town of Old Lyme wanting a uniform EDU determination among all of the beaches and Sound View. Rich wanted to know how that would impact the OCBCA WPCA's currently suggested EDU definition which may not comply with a town sponsored EDU definition. Steve explained that the town's suggestion impacts the definition of EDUs as part of a total amount and does not impact Old Colony Beach's methodology to assess final assessments to its homeowners. Doug

stated that a uniform EDU calculation might assist when addressing individual appeals to final assessments. Doug will ask our attorney how much input the Board itself could have should it be dissatisfied with a uniform EDU calculation.

List of Fines for Infractions (New Charter) – Rich noted that Doug had sent the Board members Point O’ Woods’ list of fines. Doug will try to get White Sands Beach Association list of fines and Rich will try to get a similar list from the Miami Beach Association. Rich volunteered to work with Gavin to draft a list of finable infractions and amounts of fines for Old Colony Beach to present to the Board. Doug has been working on a form to use if members opt to appeal a fine. He is also working on a “hammer rule” exception form.

Service Contracts for Sumer 2018 – Joel reported that HS Plaut Environmental Services has agreed to perform beach cleaning services at last year’s rate for the next three years (\$16,000 per annum). Joel noted that he is bidding landscaping services to six (6) vendors. Joel is also working with HS Plaut Environmental Services to complete the swim buoy contract with a modest, phased-in cost increase over the next three years. Doug complimented Joel on his efforts to get these contracts finalized. Steve suggested adding an indemnification clause to the contract. Steve will send Joel suggested language. There was some discussion about paragraph 4 of the beach cleaning contract which requires weekly street sweeping.

Increased Stipend for Board Treasurer Position – The Board continued its discussion from last meeting about increasing the current \$200 annual stipend paid to the Treasurer. Doug believes that the amount of work involved merits more money than is currently paid. A motion (Whalen/Zimmerman) was made to increase the annual stipend for the Treasurer position from \$200 to \$500 beginning in FY2019. Doug suggested that the FY19 budget presentation include a note explaining this change. There was no further discussion. The motion passed unanimously.

Other Old Business - None.

New Business - None.

Sheffield Brook Project Progress Report - A motion (Whalen/Humes) was made in accordance with the provisions of Section 1-200, paragraph 6 of the Connecticut Freedom of Information Act to enter into Executive Session to discuss pending litigation. There was no discussion. The motion was passed unanimously.

The Board entered Executive Session at 7:57 PM.

The Board exited Executive Session at 8:26 PM.

Rich asked that the weir board maintenance and stream outflow cleaning contracts be bid. Doug will work with Joel on these two contracts.

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Public Comment – No members of the public were present.

NEXT MEETING - The next Board of Governor's meeting is scheduled for Tuesday, March 13th at Gavin Cartiera's House, 24 Wedgewood Drive, Wethersfield.

A motion (Whalen/Humes) was made to adjourn at 8:30 PM. The motion passed.

Respectfully submitted

Richard Kingston
Clerk
February 22, 2018

Minutes Approved at April 10, 2018 Board of Governors Meeting

February 13, 2018
OCBCA Board of Governors Meeting

Results of Voting at the February 13, 2017 Old Colony Beach Club Association Board of Governors Meeting. Board of Governor members present- Gavin Cartiera, Janet Montano, Joel Zimmerman, Doug Whalen (by phone), Steve Humes (by phone) and Rich Kingston.

Increased Stipend for Board Treasurer Position –A motion (Whalen/Zimmerman) was made to increase the annual stipend for the Treasurer position from \$200 to \$500 beginning in FY2019. The motion passed unanimously.

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ATTACHMENT 1

Treasurer's Summary

OCBCA Board of Governors
Meeting
February 13, 2018

Balance July 1, 2017:	\$170,317.36	
Income:	\$218,877.58	
	\$41.10	FY 2018 tax overpayment*
Expenses:	\$73,901.41	
Balance January 31, 2018:	\$315,334.63	
General Fund Checking	\$40,612.54	
General Fund MM Savings	\$150,802.78	
Capital Fund MM Savings	<u>\$123,919.31</u>	
Balance 1/31/18	\$315,334.63	

*QuickBooks does not consider tax overpayments made in one FY as income in that year but as income in following FY.

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ATTACHMENT 2

Chairman's activities & notes for 2/14/18 Board meeting

- Attended a conference call regarding the pump station land lease agreement with the Town of Old Lyme. Conference call made progress with final language in the agreement and it was requested to have a town hall meeting no later than June 15th for a community vote to have Town sign an agreement with the beach communities.
- Signed a new DEEP consent order that requires us to have a plan in place ready to implement no later than 547 days from date of signing the order.
- Reviewed a consent order to the Town of East Lyme that require the Town of East Lyme to have a signed agreement with the beach communities no later than 45 days after the order was signed.
- Worked with USA security to go over the needs of OCBCA for the 2018 summer season. USA security has offered service to the community along with a supervisor who lives in OCBCA (year-round resident) and will provide supervision to the staff.
- Worked with Steve Humes & G4S security (security for Miami Beach community) to get a proposal for summer 21018 security.
- Reviewed Beach community's paid positions & fees to make sure OCBCA is close to other Association fees including how the secretary, treasurer and tax collector are paid.
- Received a registered letter from an attorney representing a resident from OLS requesting H.S. Plaut services comply with the Town of Old Lyme's noise ordinance. Letter asked OCBCA to make sure our contractor adheres to the ordinance.
- Submitted the Federal Census report for OCBCA.
- Re-filed Federal government status for OCBCA. This status allows us to receive government grants and allows us to act as a municipal status.
- Reviewed final Woods Hole bill and negotiated a lower payment for additional work completed for the outflow & groin area.
- Received & replied to numerous correspondence from Fuss & O'Neill regarding the Sheffield Brook project.
- Worked with Association Attorney to review legal issues related to the lower Sheffield Brook project. Attended a conference call with Joel Zimmerman & Association Attorney to discuss options.
- Worked on document for "no hammer rule" exemption. Form would be available to residents who need emergency work during the "No hammer" time frame. The form would be filled out and acted upon by the Board of Governors.
- Worked on an appeal form for Association ordinances. If a resident receives a violation notice they have the right to appeal the fine. This form would allow the resident to submit a form for the Board of Governors to review and act on the appeal.
- Worked with Comcast & Verizon to get WiFi access for the security cameras. One of the benefits of getting WiFi access for the security cameras will be the ability to have WiFi access to the beach area for all of the residents. Verizon is going live on the pavilion in February but the WiFi option was better with Comcast.