

**ATTENTION**  
**OLD COLONY BEACH CLUB ASSOCIATION MEMBERS**

In Accordance with Article VII, Section 4 of the Bylaws of the Old Colony Beach Club Association you are hereby advised that the September Semi-Annual General Membership Meeting of said Association is scheduled for Saturday, June 23, 2018 at the Shoreline Church, 287 Shore Road, Old Lyme, CT at 6:30 PM.



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Douglas Whalen, Chairman  
June 4, 2018

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Please note the location of this meeting. The Shoreline Church is located at the corner of Shore Road (Route 156) and Old Colony Road. Parking is available on the premises.

Please note that this packet contains a form entitled **Old Colony Beach Club Association Proxy**. In accordance with the Article VII Section 6 Paragraph B of the recently amended Charter members may designate a proxy if they are unable to attend a membership meeting. A member may designate a proxy holder by completing the enclosed **Proxy form** and submitting it prior to or at the June 23, 2018 General Membership Meeting. This form will count toward attendance and the designated proxy holder can participate in any and all voting at this meeting. The member wishing to designate a proxy holder can either name the OCBCA Clerk or another party who will attend this meeting to serve as their proxy.

If you have not yet chosen e-mail delivery for meeting documents and other important OCBCA related business please consider completing the form included in this packet. If you choose e-mail delivery you will no longer receive mailed notices such as this but rather all necessary documents will be sent to you by e-mail. The Email Statement and Required Documents Authorization Form included in this packet explains in detail what your rights are in relation to granting permission to OCBCA to e-mail documents to you. If you choose to select e-mail delivery please bring the completed form to the General Membership Meeting or mail it to:

Old Colony Beach Club Association  
P.O. Box 10  
Old Lyme, CT 06371  
Attn: Clerk

The ability to have e-mail delivery is a new feature of the recently revised Bylaws of the Association.

Old Colony Beach Club Association P.O. Box 10 Old Lyme, CT 06371

EMAIL STATEMENT AND REQUIRED DOCUMENTS AUTHORIZATION FORM

Please review and sign below to agree to the Terms and Conditions as presented. **Agreement to Terms and Conditions:** Please enroll me in the Old Colony Beach Club Association ("OCBCA") email statement and required documents service ("email statement and documents"). I understand that there is no charge for using this service. This document forms the basis of the agreement between a property owner and OCBCA in relation to the use of email to receive statements and other required documents.

**Terms and Conditions:** 1. Email Enrollment (a) By enrolling or registering for the email statement and document service, you agree to receive your OCBCA statements and other OCBCA documents via electronic mail (email and/or broadcast messages). This includes, but is not limited to, any and all legally required documents that you are entitled to received as detailed in the OCBCA governing documents.

(b) By enrolling, you acknowledge and agree that email statements and documents are a courtesy service and, regardless of whether you receive any email statements or documents, you agree to pay all assessments and/or other charges to OCBCA in a timely fashion and in conformance with the governing documents of OCBCA. (c) By registering and completing the required form, you are considered enrolled.

As soon as possible you will begin receiving your statement via email and no other statement will be provided through the postal service or other written form. (d) After registering, you may discontinue the email statement and documents service by written and signed notification to OCBCA. 2. Limitations, Charges and Cancellation:

*Service Limitations:* OCBCA will take commercially reasonable efforts to provide your email statements and documents in a productive and efficient manner. However, technical or other difficulties cannot always be foreseen or anticipated. These difficulties may result in loss of data, personalized settings or delays in your receipt of your statements or documents. OCBCA is not liable for failures of email statement or documents transmissions due to any cause, including but not limited to transmission failures due to: (i) bounced emails; (ii) full email boxes; (iii) internet access problems; (iv) network failures; (v) any other delays or customer failure to receive email statements.

*Cancellation:* You may cancel your email statement and documents enrollment any time by sending a signed request for cancellation to OCBCA at P.O. Box 10 Old Lyme, CT 06371 *Privacy:* OCBCA will use all commercially reasonable efforts to ensure email addresses are not used for purposes other than HOA document dissemination, but CBCA takes no responsibility for unauthorized access of emails, ensuing spam, cyber-attacks, etc. 3. Contact Information: For questions regarding these Terms and Conditions contact us at: Old Colony Beach Club Association P.O. Box 10 Old Lyme CT 06371

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(retain top portion, submit this page portion for processing)

Yes, I want to enroll in OCBCA's email statement and document service. I acknowledge and agree to the terms and conditions set forth above as a condition for participation in this service.

Name: \_\_\_\_\_ Beach Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email address: \_\_\_\_\_

Alternate Address: \_\_\_\_\_

Signature: \_\_\_\_\_

If you would also like to be given member access to the OCBCA Website please indicate here: \_\_\_\_\_

# **OLD COLONY BEACH CLUB ASSOCIATION SEMI ANNUAL MEETING AGENDA**

**SATURDAY, June 23, 2018, 6:30 PM**

**Location: Shoreline Church, 287 Shore Road, Old Lyme, Ct**

- Approval of September 9, 2017 Semi-Annual Meeting Minutes
- Board of Directors report:
  - Chairman: Doug Whalen
  - Treasurer: Janet Montano
  - Clerk: Rich Kingston
  - Tax Collector: Sonia Dudas
  - Public Works: Joel Zimmerman
  - Security: Steve Humes
  - Recreation: Gavin Cartiera
- Public Comment- Association member comments on Board of Directors report
- 2018 Budget item adjustments **\*\*VOTING ITEM\*\***
- FY2019 Budget **\*\*VOTING ITEM\*\***
- Sheffield Brook Project Report
- Sheffield Brook Pipe & Outflow Improvements Adjustment **\*\*VOTING ITEM\*\***
- Committee Reports
  - Water Pollution Control Authority
- New Business
- Public Comment
- Next Meeting: Saturday, September 8, 2018 at Shoreline Church

Adjournment:

**Old Colony Beach Club Association 2019 Fiscal Year Proposed Budget  
and Actual Expenditures to 5/31/18**

	Actual FY 2016	Actual FY 2017	Budget FY 2018 APPROVED	Actual 5/31/2018	Budget FY 2019 PROPOSED
<b><u>Revenues</u></b>					
Property Taxes + finance charges	141,160.49	144,007.62	141,500.00	143,985.58	141,500.00
Town of Old Lyme	9,100.00	9,000.00	8,450.00	8,900.00	8,470.00
Vendor Fees		500.00	500.00	500.00	500.00
Reimbursement for Liens & Lien Releases					
Registrations	350.00	450.00	200.00	550.00	200.00
Reimbursement for Bank Charge					
Gate Swipe Cards	445.00	470.00	200.00	150.00	200.00
Fines	40.00			40.00	
Sign damage payment					
Boat storage cost reimbursement	30.00	30.00			
Federation 1/2 dues returned		289.50		289.50	
CT Water funds overpayment returned		4,751.95			
Overcharged fees returned		1,166.00			
Interest Income General Fund	186.74	150.70	75.00	186.82	75.00
Interest Income Capital Account	99.87	123.43	75.00	151.73	75.00
Easement Funds	8,250.00				
State of Connecticut grant money	52,930.01	247,070.00			
Old Lyme Shores 1/2 cost Sheffield Brook Project				47,355.51	
Purtill stub sale				12,000.00	
Recreation	2,600.00	2,460.00	2,000.00	2,510.00	2,000.00
Raffle	2,744.00	2,531.00	2,000.00	3,580.00	2,000.00
Merchandise	1,570.50	1,241.00		340.00	
<b>Total Revenues</b>	<b>219,506.61</b>	<b>414,241.20</b>	<b>155,000.00</b>	<b>220,539.14</b>	<b>155,020.00</b>
<b><u>Expenditures General Fund</u></b>					
Public Safety	24,145.03	21,876.91	26,000.00	17,787.55	30,000.00
Public Works	31,367.65	27,194.90	40,000.00	30,088.95	37,000.00
Insurance	5,241.00	5,309.00	6,400.00	5,439.00	6,300.00
General Administration	6,499.06	3,663.13	6,000.00	5,541.41	6,000.00
Electricity	5,022.24	4,586.25	5,800.00	4,878.91	5,700.00
Fire Protection (Hydrants)	9,139.94	9,787.10	10,200.00	9,197.31	10,500.00
Recreation	8,038.42	11,073.44	9,000.00	9,572.05	10,000.00
Raffle	100.00	512.32	500.00	778.73	500.00
Merchandise	1,219.50	1,658.40	1,600.00		1,500.00
Professional Fees	9,816.11	4,812.50	10,000.00	13,281.00	8,320.00
Donations		200.00		100.00	200.00
Property Taxes	929.56	955.71	1,500.00	920.92	1,000.00
<b>Subtotal</b>	<b>101,518.51</b>	<b>91,629.66</b>	<b>117,000.00</b>	<b>97,585.83</b>	<b>117,020.00</b>
Contingency Fund Capital Account	13,000.00	18,000.00	16,000.00	16,000.00	16,000.00
General Fund Expenditures after \$ transfer	114,518.51	109,629.66	133,000.00	113,585.83	
<b><u>Capital Improvements/Expenditures</u></b>					
WPCA	22,000.00	22,000.00	22,000.00		22,000.00
Fencing				1,399.68	
Sheffield Brook Permits	1,685.00	1,250.00			
Sheffield Brook	49,530.00	325,015.48		31,632.53	
<b>Subtotal</b>	<b>73,215.00</b>	<b>348,265.48</b>	<b>22,000.00</b>	<b>33,032.21</b>	<b>38,000.00</b>
<b>Total</b>	<b>174,733.51</b>	<b>439,895.14</b>	<b>155,000.00</b>	<b>130,618.04</b>	<b>155,020.00</b>
Mill Rate	3.25	3.25	3.25	3.25	3.25
Profit/Loss	44,773.10	(25,653.94)			

# June 23, 2018 Semi-Annual Membership Meeting

## Proposed Motions

➤ **2018 Budget item adjustments**

**Voting Item**

Motion to remove \$1,600.00 from the 2018 Public Works and \$1,700.00 from the Public Safety budgets line and add \$3,300.00 to the 2018 Professional Fees budget line to cover excess budget expenses

Motion for budget adjustment:\_\_\_\_\_ 2<sup>nd</sup> by\_\_\_\_\_

➤ **Sheffield Pipe & Outflow Improvements Adjustment**

**Voting Item**

Motion to approve the addition of \$3,162.57 to the approved amount of \$50,000.00\* to replace the undersized pipe located just north of Hartung Place continuing to the outflow into Long Island Sound including repairs to the outflow area to prevent future blockage. The new authorized amount for this purpose to be \$53,162.57.

Motion to approve funding adjustments:\_\_\_\_\_ 2<sup>nd</sup> by\_\_\_\_\_

*(motion passed at the June 28, 2014 General Membership Meeting)*

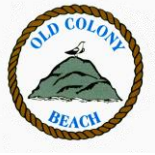
➤ **2019 Budget Approval**

**Voting Item**

Motion to approve Board of Governor Endorsed FY2019 Budget

Motion to approve FY2019 Budget:\_\_\_\_\_ 2<sup>nd</sup> by\_\_\_\_\_

## Old Colony Beach Club Association Proxy



The undersigned owner of \_\_\_\_\_ (beach address) at Old Colony Beach Club Association (OCBCA) hereby appoint/s (check one);

\_\_\_\_\_ (a) The Clerk of OCBCA, on behalf of the Board of Governors;     **or**

\_\_\_\_\_ (b) \_\_\_\_\_ (name of your Proxy holder).

As my/our proxy holder to attend the Semi- Annual meeting of the members of OCBCA to be held on **June 23, 2018 at 6:30pm at Shoreline Church, 287 Shore Road, Old Lyme, CT.**

**The Proxy holder named above has the authority to vote and act for me/us to the same extent that I/we would if personally present.**

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**Please sign and date the proxy in the space provided below**

*(Signatures of Owner/s or designated voter)*

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

OCBCA Beach

Address: \_\_\_\_\_

Signature: \_\_\_\_\_

**THIS PROXY IS REVOCABLE BY THE UNIT OWNER AND IS VALID ONLY FOR THE MEETING FOR WHICH IT IS GIVEN AND ALL LAWFUL ADJOURNMENT. IN NO EVENT IS THE PROXY VALID FOR MORE THAN NINETY (90) DAYS FROM THE DATE OF THE ORIGINAL MEETING FOR WHICH IT WAS GIVEN.**

**Mail proxy back to OCBCA P.O. Box 10 Old Lyme, CT 06371, Email copy to [clerk@oldcolonybeach.org](mailto:clerk@oldcolonybeach.org) or have proxy holder present original before start of the meeting.**



## **Recreation Schedule**

June 23	6:30pm Semi-annual Membership Meeting
June 24	10am Coffee + social on the beach
June 30	8pm Movie on the Beach
July 7	8pm Movie on the Beach
July 8	2pm Sandcastle contest
July 13	8pm “Friday Night” Movie on the Beach
July 14	Music on the beach “ <i>Third Stone Band</i> ”
July 21	<b>5:30 Association Picnic on the Beach</b>
July 27	8pm “Friday Night” Movie on the beach
August 3	8pm “Friday Night” Movie on the Beach
August 5	2pm Sandcastle contest
August 10	8pm “Friday Night” Movie on the Beach
August 11	7pm Karaoke night special
August 18	8pm Movie on the beach
August 25	8pm Movie on the beach
September 8	6:30pm Semi-annual membership meeting

**Old Colony Beach Club Association  
Semi-Annual Meeting  
Saturday, September 9, 2017**

**OLD COLONY BEACH CLUB ASSOCIATION  
SEMI-ANNUAL MEETING  
SATURDAY, SEPTEMBER 9, 2017  
SHORELINE COMMUNITY CENTER, 39 HARTFORD AVE., OLD LYME**

**Old Colony Beach Club Association Semi-Annual Meeting**

The meeting was called to order at 6:40 p.m. by Board Chairperson Doug Whalen Doug began the meeting with a moment of silence in memory of Association family members who have passed away and those who have suffered as a result of the recent hurricanes in Texas and Florida. . Doug noted that a quorum of members was present under the terms of the revised Charter. A quorum is now defined as a minimum of owners of thirty (30) parcels with each parcel granted one vote. Doug then explained the manner in which proxy votes can be granted which can then count toward meeting attendance.

**Approval of June 24, 2017 Semi-Annual Meeting Minutes:** A motion (Joe Frutuoso/ Sandy Whitaker) was made to accept the June 24, 2017 meeting minutes. Rich Kingston, Association Clerk, asked those present if anyone recognized the name of the individual listed as Dean with no last name on page five of the minutes. No one did so the minutes remained unchanged. The motion passed and the minutes were accepted.

**Board of Director's report:**

**Chairman's Report:** Doug informed the membership that they would be receiving a letter from the Federation of Old Lyme Beaches in the next few weeks. This letter is meant to encourage participation in town voting for elective offices so that beach related concerns will get more attention from elected town officials. Doug noted that a person was arrested on the beach this summer for public urination. Doug also stated that the Board is considering new beach passes next summer.

**Treasurer's Report:** Janet Montano presented a Treasurers Summary for the period ending September 9, 2017 (Attachment 1). Janet noted that more detail for this Summary is available on the Association's website.

**Clerk's Report:** Rich Kingston asked people to pay attention to the ability to submit proxy votes for general membership meetings.

**Tax Collector:** In Sonia Dudas' absence Janet reported that \$141,477.35 has been collected for Fiscal Year 2018 taxes. Five (5) taxpayers have yet to pay their taxes which represents \$2,860.67 in uncollected revenue.

**Director of Public Works Report:** Joel Zimmerman reported that Public Works has had a very good season. Both of the summer contractors (beach cleaning and landscape maintenance) have performed well.

**Director of Public Safety:** In Steve Humes' absence, Doug reported that both he and Steve were not pleased with the performance of this summer's security guard service. Doug asked for input from residents if they have ideas regarding what services they believe the security guards should perform.



**Old Colony Beach Club Association  
Semi-Annual Meeting  
Saturday, September 9, 2017**

**Entertainment Director:** Gavin reported that the entertainment schedule for the summer season has concluded. Gavin asked the membership to send him suggestions for events or activities they would like to see next summer.

**Public Comment** – One of the members asked for clarification regarding registering to vote in town of Old Lyme elections. Doug responded that although all property owners can vote in town meetings and referendums they cannot vote in town elections unless they are registered in Old Lyme. Rich Kingston reminded the membership that if they wanted to receive official communications from the Association by e-mail that they needed to grant specific permission to do so. Rich noted that the necessary form was included in the meeting announcement package mailed out prior to this meeting.

**Board of Governors Nominations** – Doug asked for a motion to move the agenda item, Board of Directors nominations, before Committee Reports. A motion (Ruth Spitz/Frank Nicotera) was made to do so. There was no discussion and the motion passed. Doug turned the meeting over to Rich Kingston, the Clerk of the Association. Rich noted that there were no nominations to the two vacancies on the Board of Governors submitted prior to this meeting. Rich informed the membership that Doug Whalen and Gavin Cartiera were willing to stand for re-election to the Board. Rich then solicited additional nominations from the floor. As there were none, Rich entered one vote for each candidate. Doug and Gavin were therefore re-elected to new three (3) year terms on the Board of Governors. Doug noted that he has been serving on the Board for the last thirteen (13) years. He then thanked the Board of Governors and the membership for their support during this time. Gavin had nothing to comment.

**Committee Reports:**

**Sheffield Brook Project:** Joel Zimmerman reported that the upper portion of the Sheffield Brook Project is ninety-five (95) per cent complete with some vegetation planting yet to be done. Doug asked homeowners to control vegetation from their property that might be impinging on the brook. Doug reported that he, Joel, Rich, representatives from Old Lyme Shores, the Fuss & O'Neill project manager and an expert from the Woods Hole Group met to discuss the issues surrounding the excessive sand shoaling at the end of the two pipes emptying into Long Island Sound. The results of the meeting indicate that the two rock groins need to be repaired. The Board is currently awaiting a suggested plan from the Woods Hole Group on how best to proceed.

**Water Pollution Control Authority:** Doug introduced Frank Noe, chairman of the OCBCA WPCA. Frank began by explaining that the WPCA is a commission and is controlled by state statutes and regulations. Frank listed the other members of the WPCA: Don Brodeur, Nancy Zimmerman, Steve Humes, Frank Nicotera, Joe Cancelliere, and Bob Asal. Frank noted that the various member's different backgrounds make them very appropriate to serve on the WPCA. Frank explained that progress is being made in regards to this project. The agreement with the town of East Lyme is currently undergoing the town's legal review process. The agreement with New London has been finalized and only awaits final approval which Frank expects will be granted within the next four to five weeks. Frank reported that the agreement to lease land from the town of Old Lyme to locate the necessary pump station in the Hartford Avenue parking lot is being completed. A town meeting will be conducted in order to gain final permission for this lease. Frank stated that approximately thirty (30)

**Old Colony Beach Club Association  
Semi-Annual Meeting  
Saturday, September 9, 2017**

per cent of the total project is specific to the pump station and the force main that will go to East Lyme. Frank does not expect this meeting will be held until next spring. Frank encouraged everyone to plan to attend and vote in favor at this meeting when it is held. Frank also reported that a town referendum will have to be held in order to include Soundview Beach in this project. Here also, Frank asked members to vote in favor of this referendum when it is held, possibly next spring.

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

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

**Public Comment:** Donna Maselli asked that the official correspondence e-mail system be used to notify members about important upcoming town meetings. Pete Carnrick is concerned about the accumulation of stones near the low tide line along the beach. Ruth Spitz asked if benches can be placed in the upper portion of the Sheffield Brook Project. Joel answered that we are not allowed to place items such as benches in this area under the terms of the easement with the federal government. Lenny Gregorian asked Frank Noe if a final decision has been made in regards to the definition of an EDU (Equivalent Dwelling Unit). Frank responded that a decision has not yet been made but when it is a public meeting will be held to inform the membership and to seek additional comments before the decision is officially finalized. Frank informed the membership that it is the WPCA's legal responsibility to make the final decision regarding EDUs. Frank reminded the membership that they may submit their comments to the WPCA by sending an e-mail to [WPCA@oldcolonybeach.org](mailto:WPCA@oldcolonybeach.org). Frank stated that the various types of dwellings add to the complexity of arriving at an EDU definition for OCBCA and that, as a result, not everyone will be pleased. Michael Cohen noted that he had received a letter from someone at our Association taking issue with the current preferred definition of an EDU as explained at the June Semi-Annual General Membership meeting. Frank does not have a response to this letter at this time as this letter was anonymous and not addressed to the Board of Governors or the WPCA itself. Donna Maselli wanted to know if the WPCA calculated the individual homeowner costs when deciding on a preferred definition of an EDU. Frank explained the different ways in which EDUs have been determined by other communities. Frank stated that the OCBCA WPCA tried to determine the fairest way to define an EDU and it did look at potential individual costs associated with the various definitions. Donna suggested that every household pay the same as every other rather than the current graduated system put forth at the June General Membership meeting by the WPCA. Frank said that the WPCA will consider her suggestion. Marie Whalen asked if the individual costs of the different funding options could be calculated so they can be shared with the members. Frank stated that the Authority is open to that idea.

Lenny Gregorian believes that the WPCA's definition of an EDU is in conflict with the town of Old Lyme's definition of that term. Lenny would like to see a better method to determine "relative benefit" regarding the apportioning of costs to the individuals members. Tony Santangelo would like to see the fixed costs of the project shared equally and the variable costs apportioned on the basis of usage. Frank stated that the users of the system will be billed on the basis of water usage for the on-going costs of operating the system. Jim Fazzino would like to see the town of Old Lyme's tax assessment be used as the basis for determining the percentage of costs allocated to each homeowner. Pam Barbarini asked who would bill for the sewer treatment of the system. Frank stated that the OCBCA WPCA would bill for this cost, not the Connecticut Water Company (CWC) although the water usage figures which will be used to determine on-going costs would be supplied by CWC. Rich Kingston reminded the

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Semi-Annual Meeting  
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membership that the individual share of the cost of the system would be apportioned over twenty (20) years. Steve Frechette asked how many regular water treatment bills a resident would receive. Frank stated that the bills will be specific to each water meter. A resident with two water meters would receive two bills, etc. Rick Katz would like to see the initial one-time costs be allocated equally throughout the community. Marie Ianucci is concerned that if the water treatment costs are determined by water usage how can allowances be made for those who shower outside or water lawns which will not use the sewers. Frank answered that, unfortunately, there is no way to separate those costs. Doug Whalen commented that all initial fixed costs should be shared equally among all homeowners. There were no additional comments.

**Adjournment:** A motion (Marie Whalen/Frank Nicotera) was made to adjourn. The meeting was adjourned by acclamation at 8:09 PM.

Minutes recorded by:

Richard Kingston, Clerk  
October 1, 2017

**Results of Voting at the September 9, 2017 Old Colony Beach Club Association Semi-Annual General Membership Meeting**

**Board of Governors Nominations** –Rich Kingston, Clerk, noted that there were no nominations to the two vacancies on the Board of Governors submitted prior to this meeting. Rich informed the membership that Doug Whalen and Gavin Cartiera were willing to stand for re-election to the Board. Rich then solicited additional nominations from the floor. As there were none, Rich entered one vote for each candidate. **Doug Whalen and Gavin Cartiera were therefore re-elected to new three (3) year terms on the Board of Governors.**

**Old Colony Beach Club Association  
Semi-Annual Meeting  
Saturday, September 9, 2017**

**ATTACHMENT 1**

Treasurer's Summary

OCBCA Semi-Annual General Membership Meeting

September 9, 2017

Balance July 1, 2017:	\$170,317.36
Income:	\$212,515.76
Expenses:	\$ 45,101.63
Balance September 9, 2017:	\$337,731.49

General Fund Checking	\$ 109,175.24
General Fund MM Savings	\$ 100,716.00
Capital Fund MM Savings	\$ 127,840.00
Balance 9/9/17	\$ 337,731.49