

August 14, 2018

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

The meeting was called to order at 6:38 PM by Board Chairman Doug Whalen.

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

Member absent- Joel Zimmerman

Two members of the public were present.

Approval of the 7/11/2018 Board of Governors Meeting Minutes: A motion was made (Montano/Dudas) to accept the minutes from the regular July 11, 2018 Board of Governors meeting. Janet asked that the “delinquent 2018 taxpayers” in line three of the **Action Items Update** be modified to read, “delinquent FY2018 taxpayers.” There was no other discussion. The motion to accept the minutes with this revision was passed.

Action Items Update: Rich asked the Board to table Action Item #37 (Develop a Records Retention Policy) for the indefinite future. Rich stated that Action Item # 56 (Develop a List of Fines) will be discussed later in this meeting. Doug reported that he had followed up on Item #57 (Ask Landowner for Permission to Remove Berm) and asked the landowner for their permission to remove the berm. The landowner agreed to the removal of the berm with the proviso that any change must continue to prevent water draining onto his property. Rich stated that since the berm was created by the previous landowner specifically to prevent the road draining and subsequently contributed to the flooding on the road this permission does not address the problem that the Board hoped to resolve. It now appears that clearing debris covering an existing dry sink near the flooding will be the Board’s only recourse until new storm drains are installed during sewer installation.

Treasurers Report (Janet Montano): Rich noted that due to his error when creating the agenda the Treasurer’s Report was not given a distinct Roman numeral causing Doug to miss this item. A motion (Whalen/Montano) was made to add the Treasurer Report as the new item V after IV Action Items Update. This change will add one to each subsequent agenda item. There was no discussion. The motion passed. Janet presented the Treasurer Summary through July 31, 2018 (Attachment 1). A motion (Kingston/Dudas) was made to accept the Treasurer Summary as presented. There was no discussion. The motion to accept the Treasurer Summary passed unanimously. Janet also presented a financial report for the 2018 Annual Dinner (Attachment 2). Janet reported that the total cost to the Association from its budget was \$1,047.34. Janet stated that this total was comparable for last year’s event.

Committee Reports-

Chairman's Report (Doug Whalen): Doug reviewed the items listed in his Chairman's report for this meeting (Attachment 3). Doug also stated that he is working with the security guards to address the issue of dogs on the beach.

Clerk's Report (Rich Kingston): Rich reported that he is still waiting to get confirmation from the pastor of the Shoreline Church that the Association can use this space for its September General Membership meeting. Rich does not anticipate any problems and expects to hear from the pastor soon.

Tax Collector (Sonia Dudas): Sonia's reported that \$137,404.42 in FY2019 taxes has been collected to date. The remaining amount in unpaid FY19 taxes is \$6,257.93. A total of nineteen (19) Association members have not paid their FY 2019 taxes to date.

Recreation (Gavin Cartiera): Gavin reported that there is only one sponsored event left in this summer's Recreation calendar. Karaoke Night will be held this Saturday, August 18th after it was rescheduled from the week before due to bad weather. Gavin took a moment to thank Doug for all he has done to assist Gavin in his duties this year. Gavin asked that the Board once again to consider, at some future meeting, a paid recreation director position for next summer. Doug reported that Anthony DuBaldo has volunteered to show the last two movies of the summer. The last movie will be shown on Saturday, August 25th.

Public Safety (Steve Humes): Steve reported that he had nothing to report. At this time Rich read an e-mail from Joel Zimmerman (Attachment 4) who was unable to attend this meeting expressing Joel's concerns he has regarding beach security. Steve responded that he understood Joel's concerns but he views his task is to balance being fiscally responsible with being prudent regarding security concerns. Steve stated that unless the Board adopts a policy of never cancelling guard service the need to make judgment calls in situations such as this will persist. Steve stated that the basic problem is that a resident held a large party without any notification to the Board of Governors. The Board discussed the presence of a large tent on Association owned beach property on Saturday, August 11th without prior permission. Janet would like the Board to write a letter to the property owner regarding this situation and that prior permission from the Board must always be sought. Doug said that he will write such a letter. Doug learned of the event that morning and spoke to the homeowner to set ground rules for the evening party. Doug stated that Joel is mistaken about partygoers parking their cars illegally on the roads although there were a number of scooters left in the area. Doug would like the Board to set an internal guideline requiring that Association members must seek permission from the Board of Governors to hold large parties which could impinge on Association owned property or roads.

Public Works (Joel Zimmerman): In Joel's absence Doug reported that the landscaper was asked to clear weeds around the boat launch. Doug also asked Joel to review the condition of the speed bump in front of Lester Webb's house on Gorton Avenue. A hole has been created which is starting to undermine the road. Joel will work with Montano & Son to correct this issue. Doug asked Rich to report the results of a meeting he attended with NRCS in Doug's absence. Rich stated that Janet and he met with three representatives from NRCS to review Doug's concerns regarding creating an annual maintenance plan for the northern portion of the Sheffield Brook Project. As a result of this meeting the Association can expect an Operation and Maintenance (O&M) plan for this area from NRCS. Rich was informed that federal funds need to be secured to fund this plan for the next three years. These funds might not be available until next year.

WPCA Report – Steve, the Board liaison, reported that he has been in touch with the two other beach associations about the town insisting on a Phase 2 of an environmental study. Steve does not believe this additional phase is necessary. Steve also reported that the contractual language for the approval of a pump station on town property is almost complete. Doug has been working to complete the Clean Water Fund application. Doug stated that Janet is listed as the Chief Financial Officer for the Association and Rich's name has been added to the application as the Clerk for contact purposes. Doug said that the current application is for the portion of the project from the pump house out to Route 156 to the treatment plant in New London. The state Department of Transportation (DOT) has agreed to delay the planned paving of Route 156 until the sewer pipe has been installed providing the Associations with a significant cost decrease related to road repaving.

List of Fines for Infractions (New Charter) – Doug asked the Board whether it wants to work on this list over the winter as this summer's season is almost completed. Rich stated that he agrees that the Board might want to work on the list of fines over the winter but it is not due to the need to seek membership approval. Rich believes that the fines are not ordinances that require a vote from the membership, rather they are required in the new Charter language and should be set by the Board as a result of that language. Rich stated that he is in agreement with the idea to delay the discussion as long as the Board commits itself to working diligently to be prepared for next summer. Doug believes that further discussion is warranted and a process to appeal a ticket also needs to be defined. Gavin is in agreement with Rich. Rich will put this item on next month's meeting.

Request to Reappoint Joe Cancelliere to WPCA– A motion was made (Humes/Montano) to reappoint Joe Cancelliere to another five year term on the OCBCA WPCA beginning July 1, 2018 and ending June 30, 2023. There was no discussion. The motion passed unanimously.

Preparation for September 8th General Membership Mtg – Rich passed out a draft agenda (Attachment 5) for the September 8th, 2018 General Membership Meeting. Doug noted that both Steve and Rich have agreed to seek election to a new three year term on the Board of Governors. Additional nominations will be sought by the Clerk. A motion (Cartiera/Dudas) was made to

accept the draft agenda for the September 8, 2018 General Membership meeting as presented. There was no discussion. The motion passed unanimously.

Other Old Business – Janet asked whether the Association is considering seeking a new accountant. Doug will contact our current accountant and ask for a current billing. Janet asked whether a new golf cart registration must be purchased if an existing golf cart owner changes her/his residence within the Association. The Board's position is that a new registration is not necessary but a new registration form must be completed to reflect the new address. The Board agreed that a new registration plate for the new address would be provided free of charge. Janet informed the Board that she is still waiting for the \$500 due for this year from the Flavor King ice cream vendor. Doug informed the Board that he sent thank you letters to both residents (Attachment 6) and businesses (Attachment 7) who contributed items to the raffle at the Annual Dinner.

New Business –

Beach Camera Hyperlink Project Update: Doug reported that he is working with Jerry Brocki, a former Board member and a local security business owner, to develop a plan to address connecting all security cameras to allow real time review of beach activity by use of internet connections. Doug reviewed some of the initial discussion he has had with Jerry Brocki surrounding such a plan. Doug would also like to purchase cloud software which would allow the gate access card database to be secured remotely and safely. Rich stated that he would like to make sure that the contract for these services will stipulate deadlines so the system can be used as soon as feasible. Doug is also looking at providing improvements to the security shack which is used at the main entrance.

A motion (Kingston/Montano) was made to allow an emergency construction waiver for 80 Old Colony Road for one day window repair. There was no discussion. The motion passed unanimously.

A motion (Whalen/Montano) was made to allow an emergency construction waiver for 17 Hartung Place to address water damage to the roof leaking into the home. The work was completed on August 10th. Doug reviewed the situation and gave tentative Board approval at that time. There was no discussion. The motion passed unanimously.

Sonia reported that a boat was recently playing inappropriate profane language that was forcing people off the beach. Doug provided advised the Board that DEEP handles complaints for inappropriate "on the water" behavior. Their phone number is 860-424-3000. The phone number for OCBCA beach security is 860-808-7162. Doug will post this number on the beach bulletin boards.

August 14, 2018
OCBCA Board of Governors Meeting

Public Comment – Joe Frutuoso thinks that it would be unfair to cancel the guards at the last minute and that the Association should have security coverage all the time. Joe also believes that the Board may implement rules for the offending parties that they will not observe while other non-offenders will have to follow the same rules. Joe suggested that an appeals process for tickets would be a good idea. Joe suggested that the Board approach Comcast for a security system as suggested earlier in this meeting.

At this time Doug stated that it might be time to look at the Association's insurance coverage.

NEXT MEETING - The next Board of Governor's meeting is scheduled for Wednesday, September 12th at 6:30 PM location to be determined.

A motion (Montano/Dudas) was made to adjourn at 7:53 PM. The motion passed.

Respectfully submitted

A handwritten signature in black ink, appearing to read 'Richard Kingston', written in a cursive style.

Richard Kingston
Clerk
August 25, 2018

Results of Voting at the August 14, 2018 Old Colony Beach Club Association Board of Governors Meeting. Board of Governor Members present- Steve Humes (by phone), Janet Montano, Gavin Cartiera (by phone), Sonia Dudas, Doug Whalen, and Rich Kingston.

Request to Reappoint Joe Cancelliere to WPCA— A motion was made (Humes/Montano) to reappoint Joe Cancelliere to another five year term on the OCBCA WPCA beginning July 1, 2018 and ending June 30, 2023. There was no discussion. The motion passed unanimously.

Agenda for September 8th General Membership Meeting – A motion (Cartiera/Dudas) was made to accept the draft agenda for the September 8, 2018 General Membership meeting as presented. There was no discussion. The motion passed unanimously.

Emergency Extension of Construction Work Request - A motion (Kingston/Montano) was made to allow an emergency construction waiver for 80 Old Colony Road for one day window repair. There was no discussion. The motion passed unanimously.

Emergency Extension of Construction Work Request A motion (Whalen/Montano) was made to allow an emergency construction waiver for 17 Hartung Place to address water damage to the roof leaking into the home. The work was completed on August 10th. Doug reviewed the situation and gave tentative Board approval at that time. There was no discussion. The motion passed unanimously.

August 14, 2018
OCBCA Board of Governors Meeting

Attachment 1

Treasurer's Summary

OCBCA Board of Governors
Meeting
August 14, 2018

Balance July 1, 2017: \$235,258.50

Income: \$ 91,667.73

Expenses: \$ 21,919.64

Balance July 31, 2018: \$ 305,006.59

General Fund Checking \$ 38,721.74

General Fund MM Savings \$142,913.76

Capital Fund MM Savings \$123,371.09

Balance 4/30/18 \$305,006.59

August 14, 2018
OCBCA Board of Governors Meeting

Attachment 2

Financial Report 2018 Annual Dinner

Dinner Expenses:	\$7,055.70
Dinner Income:	<u>\$3,480.00</u>
Total	(\$3,575.70)

Raffle Income	\$3,032.00
Raffle Expenses	<u>\$ 503.64</u>
Total	\$2,528.36

Dinner:	(\$3,575.70)
Raffle:	<u>\$2,528.36</u>
Total Cost to Assoc.	(\$1,047.34)

Attachment 3

OCBCA Board of Governors meeting 8/14/18

Chairman's report

- Scanned the beach at least 3 out of the 5 days during the weekday when security was not on duty. Found a few people without beach pass but they were residents of OCBCA. No public were observed on the beach
- Attended the Federation of Beaches meeting. Federation is working to get the word out to members when the pump station lease agreement goes to a Town vote. Federation is looking to get a better working relationship with the police during the summer months.
- Attended a few WPCA meetings in Old Lyme and Manchester at the Fuss & O'Neill office. Good progress is being made on the sewers and State funding may be in place soon.
- Stopped many golf carts with under aged drivers and instructed them to return home or get a licensed driver to drive the golf cart.
- Worked with Jerry Brocki (Security 101) to go over security upgrades to the community. Gate card access program updates and security camera updates were discussed. A review will be submitted at the 8/14 BOG meeting.
- Distributed golf cart & moped applications for unregistered vehicles, collected completed applications and issued OCBCA plates.
- Worked with J.V. III construction to get quotes on cleaning out the Sheffield Brook pipes and channel. Proposals will be submitted at the 8/14 meeting.
- Reviewed security company billing and submitted same to treasurer for payment.
- Signed documents for DEEP clean fund application, worked with Rich Kingston (Clerk) putting together documents for application.
- Received numerous tax payments and submitted all to the treasurer for deposit.
- Received a few phone calls related to security issues & issues with individual security officers. Addressed complaint and resolved issues on the spot.

August 14, 2018
OCBCA Board of Governors Meeting

Attachment 4

Tonight's meeting

Joel <jpzimmerman@hotmail.com>

Tue 8/14/2018 12:44 PM

To: OCBCA Clerk <Clerk@oldcolonybeach.org>;

Rich:

Would you please read this email at our meeting tonight? You could do it at the security part or new business. Your choice.

All

I have a suggestion concerning our practice of cancelling the guard services when bad weather is forecasted for the weekend. May I suggest that we do not cancel the guards, even if bad weather is forecasted, because at least twice and maybe more times this season, we have cancelled the guards and the weather turned out great.

I understand that we as a board are trying to be fiscally prudent by cancelling the guards to save money, but I think we have a defensible position to the body if we do not cancel and it does rain all weekend. We can easily say that our past experience has been that the weather is very changeable at our beach and we want to err on the safe side to have the guards present to do their job.

Thinking back to this weekend's big party at the Sisti house, if we had guards on duty they would have been able to either prevent cars from parking on the street or ticket them accordingly. Also, having the guards on duty would reduce the amount of unpleasant confrontations that our chairman had to endure.

See everybody for the Sept meeting.

Joel

Sent from my Verizon Wireless 4G LTE Droid

Attachment 5

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

SATURDAY, September 8, 2018, 6:30 PM

Location: Shoreline Church, 287 Shore Rd., Old Lyme, Ct

Call to Order

- Approval of September 9, 2017 and June 23, 2018 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
- Committee Reports
 - Water Pollution Control Authority
 - Sheffield Brook Project
 -
- FY 2018 Budget Year End Balance Transfer ****VOTING ITEM****
- Board of Directors nominations ****VOTING ITEM****
- Old Business
- New Business
- Public Comment
- Next Meeting: June 22, 2019

Adjournment:

Attachment 6



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

To Old Colony Beach Club Resident:

The Old Colony Beach Club Association in Old Lyme held our yearly Association gathering on the beach July 21, 2018.

During this special event we had over 250 residents for a dinner and raffle. Your generous raffle contribution was greatly appreciated by everyone in attendance.

The Old Colony Beach Club Association Board of Governors would like to thank you for your support, it was your support that contributed to our raffle being a huge success.

Thank you for your donation,

A handwritten signature in black ink, appearing to read "D. Whalen", written over a horizontal line.

Douglas Whalen
Old Colony Beach Club Association Chairman

Attachment 7



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

To Old Colony Beach Club Business partner:

The Old Colony Beach Club Association in Old Lyme held our yearly Association gathering on the beach July 21, 2018.

During this special event we had over 250 residents for a dinner and raffle. Your business was advertised on flyers throughout the event and during the raffle residents were asked to support your business.

The Old Colony Beach Club Association Board of Governors would like to thank you for your support, it was your support that contributed to our raffle being a huge success.

Thank you for your donation.

A handwritten signature in black ink, appearing to read "Douglas Whalen", written over a horizontal line.

Douglas Whalen
Old Colony Beach Club Association Chairman