

May 16, 2019

**Old Colony Beach Club Association Board of Governors Meeting
Doug Whalen's Cottage, 41 Old Colony Rd., Old Lyme, Ct**

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

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

Member absent – Gavin Cartiera (unable to attend due to mix-up regarding meeting call-in phone number)

No members of the public were present.

22 Hartung Place Easement Request: Doug Whalen stated that the Board has not received any additional information from the Feigenbaums as of this time. He stated that he understands that all the Board members have had the opportunity to review our attorney's answers to the questions that Doug forwarded to him after the April meeting. Doug stated that the local ZBA has approved the application for the requested changes to the 22 Hartung Avenue property. Rich stated that he had heard from Ira Feigenbaum and he wants to continue to pursue the requested easement from the Association and will be prepared for the June 4th Board of Governors meeting.

Executive Session: A motion (Montano/Humes) was made to go into Executive Session at 6:40 PM for a discussion of pending claims or litigation. There was no discussion. The motion passed unanimously. Executive Session was ended at 6:50 PM. Doug stated that no votes were taken in Executive Session.

Approval of the 4/14/2019 Board of Governors Meeting Minutes: A motion was made (Zimmerman/Montano) to accept the minutes from the April 14, 2019 Board of Governors Meeting. There was no other discussion. The motion to accept the minutes passed.

Treasurers Report (Janet Montano): Rich noted that the March 31, 2019 meeting minutes were inadvertently not voted on at the last Board of Governors meeting. A motion (Kingston/Humes) was made to accept the March 31, 2019 meeting minutes. There was no discussion. The motion passed. Janet then presented the Treasurers Summary for the period ending April 30, 2019 (Attachment 1). A motion (Humes/Zimmerman) was made to accept the April 30, 2019 Treasurer Summary. There was no discussion. The motion passed.

Action Items Update: Rich stated that there are no open Action Items as of this date.

Committee Reports-

Chairman's Report (Doug Whalen): Doug reviewed his Chairman's report (Attachment 2) with the Board. In addition he stated that the rental of a port-o-let for the summer has been arranged at a total cost of \$350. Doug also noted that the installation of the beach cameras has been completed. Doug and the WPCA have met with the town of Old Lyme WPCA to arrange for their inclusion in the three beach sewer capacity rather than have Old Lyme pursue capacity

May 16, 2019
OCBCA Board of Governors Meeting

on their own. Doug announced that there will be a town referendum on August 14th to approve a \$7.44 million Soundview sewer program. Public outreach meetings will be conducted on June 22nd and July 16th prior to the town-wide vote. The Board will urge Association members to participate in this referendum and vote to approve the project. Doug also stated that the guard shack at the beach entrance needs a new roof and needs repainting. The portable shack used at the Shore Road entrance also needs new sides and to be repainted. The new security phone number is 860-215-5052. This number will be posted on the beach bulletin boards. Doug noted that Don DuBaldo provided one of his staff, at no cost to the Association, to install a modem box needed for the Comcast camera project. A motion (Kingston/Montano) was made to send a letter to thank Don DuBaldo for this assistance. There was no discussion. The motion passed.

Clerk's Report (Rich Kingston): Rich passed out a handout from the Freedom of Information Commission explaining the rules pertinent to our Association and other public organizations governed by the FOI statutes. Rich reminded the Board that the General Membership Meeting is scheduled for June 22nd.

Tax Collector (Gavin Cartiera): In Gavin's absence Janet reported that only one Association member has still not paid their FY19 taxes. One other member owes a small portion of last year's tax.

Recreation (Sonia Dudas): Sonia reported on her progress regarding planning summer events on the beach. Sonia would like some assistance in showing the Saturday movies. Doug will talk to Sonia about setting up the breakfast "meet and greet" on the morning after the June 22nd membership meeting.

Public Safety (Steve Humes): Steve reported that the new security company, Investigative Consultants, is prepared to provide security services for this summer. Steve and Doug met with one of the founders and gave him a tour of OCBCA. Steve reported that security coverage will begin this weekend, Memorial Day weekend, and continue every weekend until July 1st when evening coverage will be provided daily and weekend posts will be covered during the day. The security guards will wear a distinctive uniform shirt to identify them.

Public Works (Joel Zimmerman): Joel reported that the winter road plowing went well. Nickerson Landscaping's grounds maintenance contract started May 12th. Joel reported that we have two more years of the beach maintenance contract with HS Plaut Environmental Services, this summer and next. Joel has given a punch list of tasks to Plaut Environmental to complete before Memorial Day weekend. Joel was complimentary of the beach bulldozing completed by this company under a one-time contract. There is some concern that the sand west of the Sheffield Brook discharge may need to be addressed further. Joel is soliciting a bid to patch three areas that need street repair: the east corner of Old Colony Road and Hartung Place, the west corner of Gorton Avenue and Hartung Place, and the entry onto Gorton Avenue from Route 156 (Shore Road). There was some discussion about how the poor drainage on the corner of Gorton and Hartung could be addressed.

WPCA Report: Steve reported that the WPCA approved a Request for Proposal (RFP) process to obtain an appraiser to assist in determining the proper method of determining Equivalent Dwelling Units (EDU) on which individual homeowners will be assessed for the cost of the sewer project. Steve also reported that the engineering contract has been executed for the shared

May 16, 2019
OCBCA Board of Governors Meeting

infrastructure and a corresponding bank account has been established. Doug read the article about the WPCA that Frank Noe has prepared to be included in the new OCBCA newsletter.

Beach Camera Hyperlink Project Update – Doug reported that next Monday all the cameras included in this project should be up and running. Only four e-mail addresses will be allowed to access the live stream video footage.

Budget for FY 2020 – Doug reported that it is now clear that an audit may be required in the coming fiscal year and that funds need to be reserved in that year for this purpose. The Board reviewed the last draft budget and made changes to accommodate the extra expense for an audit. There was some discussion about using reserved funds but ultimately the Board felt that changes to operating funds line items would be sufficient to cover this additional cost. The Board discussed potential changes to both the income and expense line items. A motion (Humes/Zimmerman) was made to accept the 2020 Budget with a 3.25 mil rate after these changes and to recommend to the general membership that this budget be adopted at the June 22nd General Membership meeting (Attachment 3). There was no further discussion. The motion passed.

Other Old Business – Janet reported that she recommends that the current OCBCA accounting firm be replaced by a new firm in hopes that they will be more responsive to our accounting needs than the current firm has been. A motion (Zimmerman/Humes) was made to appoint Hoyt, Filippetti, and Malaghan as the Association's new auditing firm. Janet stated that the same services also appear to be less expensive with this new accounting firm. Janet also stated that Point o' Woods uses this firm and is very satisfied with them. There was no other discussion. The motion passed. The Board committed to the necessary road repair discussed earlier in the meeting to be done in the month of June.

New Business – There was no New Business.

Public Comment – There was no public comment.

NEXT MEETING - The next Board of Governor's meeting is scheduled for Tuesday, June 4, 2019 at 6:30 PM at a location to be determined.

A motion (Kingston/Montano) was made to adjourn at 8:06 PM. The motion passed.

Respectfully submitted



Richard Kingston

Clerk

May 21, 2019

Minutes Approved at June 4, 2019 Board of Governors Meeting

Results of Voting at the May 16, 2019 Old Colony Beach Club Association Board of Governors Meeting. Board of Governor Members present- Janet Montano, Joel Zimmerman, Sonia Dudas (by phone), Steve Humes, Rich Kingston and Doug Whalen.

Letter of Thanks for Don DuBaldo: A motion (Kingston/Montano) was made to send a letter to thank Don DuBaldo for providing one of his staff, at no cost to the Association, who installed a modem box needed for the Comcast camera project. There was no discussion. The motion passed.

Budget for FY 2020: A motion (Humes/Zimmerman) was made to accept the 2020 Budget with a 3.25 mil rate after these changes and to recommend to the general membership that this budget be adopted at the June 22nd General Membership meeting (Attachment 3). There was no further discussion. The motion passed.

New Accounting Firm for OCBCA: A motion (Zimmerman/Humes) was made to appoint Hoyt, Filippetti, and Malaghan as the Association's new auditing firm. Janet stated that the same services also appear to be less expensive with this new accounting firm. There was no other discussion. The motion passed.

May 16, 2019
OCBCA Board of Governors Meeting

Attachment 1

Treasurer's Summary
OCBCA Board Meeting
May 16, 2019

Balance July 1, 2018	\$235,258.50	
	\$161,576.61	*
	(44.38)	FY2018 tax overpayment made in 2017*
	<u>\$.90</u>	FY 2018 tax overpayment*
Income	\$161,553.13	
Expenses	\$ 79,399.70	
Balance April 30, 2019	\$317,391.93	
General Fund Checking	\$ 20,790.65	
General Fund MM Savings	\$173,091.70	
Capital Fund MM Savings	<u>\$123,509.58</u>	
Balance 4/30/19	\$317,391.93	

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

Attachment 2

Chairman's Report for 5/16/19 meeting

- Port-o-let service will be provided for guards from Memorial Day to Labor Day, same vendor & same location as last year.
- Guard shack relocated to Old Colony Road by H.S. Plaut services on 5/13/19
- Comcast services installing service for cameras the week of 5/13/19
- Meeting with Town of Old Lyme WPCA on main pump station & Infrastructure program
- Need new roof on guard shack at the beach
- Need paint job for guard shack on the beach
- Need to re-do the portable guard shack siding & trim
- Broughel Eversource pole is being replaced and all our equipment has to be removed. Contacted the electrician that installed the equipment to remove it ASAP. Idea is to put a 6x6 pole in the ground next to the panel then re-install the solar panel for power to the gate.
- New security phone is available and will have phone & text capabilities. Phone # 860-215-5052.
- Filled out documents for the State related to the WPCA sewer project
- Met new security company with Steve Humes to go over security program
- Met with Eversource to install power to Camera box at Sheffield Brook outflow area.
- Beach signs are up
- Volleyball net will be up for weekend of 5/18
- Guard shack is cleaned out,

May 16, 2019
OCBCA Board of Governors Meeting

Attachment 3

**Old Colony Beach Club Association 2020 Fiscal Year Proposed Budget
and Actual Expenditures to 5/16/19**

	Actual FY 2017	Actual FY 2018	Budget FY 2019 APPROVED	Actual 5/16/2019	Budget FY 2020 Proposed
Revenues					
Property Taxes + finance charges	144,007.62	144,654.63	141,500.00	143,281.20	143,000.00
Town of Old Lyme	9,000.00	8,900.00	8,470.00	8,700.00	8,450.00
Vendor Fees	500.00	500.00	500.00	500.00	500.00
Reimbursement for Liens & Lien Releases					
Registrations	450.00	650.00	200.00	200.00	100.00
Reimbursement for Bank Charge					
Gate Swipe Cards	470.00	350.00	200.00	205.00	100.00
Fines		40.00		20.00	
Boat storage cost reimbursement	30.00				
Federation 1/2 dues returned	289.50	289.50		289.50	
CT Water funds overpayment returned	4,751.95				
Overcharged fees returned	1,166.00				
Interest Income General Fund	150.70	205.22	75.00	196.14	150.00
Interest Income Capital Account	123.43	164.37	75.00	149.77	100.00
Easement Funds					
State of Connecticut grant money	247,070.00	18,975.38			
Old Lyme Shores 1/2 cost Sheffield Brook Project		52,176.59			
Purill stub sale		12,000.00			
Recreation	2,460.00	2,510.00	2,000.00	3,481.00	3,000.00
Raffle	2,531.00	3,580.00	2,000.00	3,032.00	2,000.00
Merchandise	1,241.00	1,046.00		1,522.00	600.00
Total Revenues	414,241.20	246,041.69	155,020.00	161,576.81	158,000.00
Expenditures General Fund					
Public Safety	21,876.91	25,394.72	30,000.00	19,174.56	36,000.00
Public Works	27,194.90	33,963.98	37,000.00	28,405.17	37,000.00
Insurance	5,309.00	5,439.00	6,300.00	5,718.00	6,600.00
General Administration	3,663.13	6,471.85	6,000.00	3,513.44	7,000.00
Electricity	4,586.25	5,295.42	5,700.00	4,900.25	6,200.00
Fire Protection (Hydrants)	9,787.10	10,068.06	10,500.00	9,688.95	12,000.00
Recreation	11,073.44	9,691.03	10,000.00	8,146.99	10,000.00
Raffle	512.32	778.73	500.00	503.64	500.00
Merchandise	1,658.40	1,820.50	1,500.00	1,117.00	2,000.00
Professional Fees	4,812.50	13,281.00	8,320.00	2,452.50	16,400.00
Donations	200.00	200.00	200.00	200.00	300.00
Property Taxes	955.71	920.92	1,000.00	927.70	1,000.00
Subtotal	91,629.66	113,325.21	117,020.00	84,728.20	135,000.00
Contingency Fund Capital Account	18,000.00	16,000.00	16,000.00	16,000.00	8,000.00
General Fund Expenditures after \$ transfer	109,629.66	129,325.21		100,728.20	
Capital Improvements/Expenditures					
WPCA	22,000.00	22,000.00	22,000.00		15,000.00
Fencing		1,399.68			
Sheffield Brook Permits	1,250.00				
Sheffield Brook	325,015.48	44,420.03			
Subtotal	348,265.48	67,819.71	38,000.00		23,000.00
Total	439,895.14	181,144.92	155,020.00	84,728.20	158,000.00
Mill Rate	3.25	3.25	3.25	3.25	3.25
Profit/Loss	(25,653.94)	64,896.77			

Printed: May 16, 2019