

November 13, 2019

**Old Colony Beach Club Association Board of Governors Meeting
Nancy Zimmerman's Home, 6 Jean Lane, South Windsor, Ct**

The meeting was called to order at 6:34 PM by Board Clerk Rich Kingston as the Board Chair, Douglas Whalen, was attending remotely by phone.

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

Member Absent: Lester Webb

There were no members of the public present.

Approval of 9/23/2019 Board of Governors Meeting Minutes: A motion was made (Montano/Zimmerman) to accept the minutes from the September 23, 2019 Board of Governors Meeting. There was no discussion. The motion passed.

Treasurers Report (Janet Montano): Janet presented the Treasurers Summary for the period ending November 13, 2019 (Attachment 1). A motion (Zimmerman/Whalen) was made to accept the Treasurers Report. There was no discussion. The motion passed unanimously.

Action Items Update: Rich reported that there were no outstanding Action Items.

Committee Reports-

Chairman's Report (Doug Whalen): Doug stated that most of his report is contained in subsequent agenda items but he did want to notify the Board that he has been asked by the Finance Director of the town of Old Lyme to submit the Association's current year budget for security and the start and end dates of our fiscal year by December 9.

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

Tax Collector (Nancy Zimmerman): Nancy reported that Janet has given her two overdue bills for 2019 taxes. The Board agreed that one more reminder should be sent to these two Association members warning them that if they fail to pay the taxes and interest due that a lien will be placed on their property on July 1, 2020. Janet added that all 2018 taxes and interest have been paid.

Recreation (Gavin Cartiera): Gavin stated that there was nothing to report. Doug reported that he is getting more information about the process to hire a part time summer assistant for Recreation as agreed to by the Board at its September meeting.

Public Safety (Steve Humes): Steve reported that he had nothing to report.

Public Works (Lester Webb): In Lester's absence Doug reported that he contacted Nickerson Landscaping about next year's landscape contract. The contractor replied that they would be going up on his rates but did not have a new cost figure yet. Doug would like to discuss next year's landscaping contract at the Board's January meeting. A motion (Whalen/Montano) was made to approve Tower Landscaping's bid to mow the Sheffield Brook easement area sometime between November and April for up to \$1,000. There was no discussion. The motion passed unanimously. Doug stated that the NRCS funded brook maintenance has commenced. Rich informed the Board that Plaut Environmental Services had removed excess sand from Hartung Avenue at the Gorton Street beach entrance.

WPCA Report - Steve reported that he has been assisting Frank Noe in drafting real estate entitlement documents for the private property owned by Scott Belanger of 73 Portland Avenue in Miami Beach that will be the site for the new pump station. Steve noted that although leasing was initially considered, the current plan is to secure an easement or to make an outright purchase of the property. Tax issues are the major consideration in determining the best manner in which to proceed. Steve also reported that the WPCA is continuing to discuss the best definition of an Equivalent Dwelling Unit (EDU) for Old Colony Beach.

Sheffield Brook Outlet Emergency Repair – Doug reported that he and others have been trying to develop a plan to address problems with the Sheffield Brook outflow. Doug stated that the pipes had to be cleaned out twice in one week due to clogging with sand. Doug stated that he has asked Fuss & O'Neill, the designers of the project, to look at the problem and propose a resolution. Doug thinks that placing large one to two ton stones on the inside of the west jetty may resolve the problem. Doug stated that Old Lyme Shores Beach Association has committed to paying one-half of the repair cost. Doug believes that the total cost might be about \$3,000 to include time and materials. Rich commended Doug for being so involved in this process although he is many miles away in Florida. Doug stated that Comcast informed him that we can now have up to five e-mails that can access the Sheffield Brook and other security cameras.

Snow Plowing Contract for Winter 2019-2020 – Rich summarized the situation for the Board members. Although the Board approved continuing Montano & Sons for this winter at the current rate the contractor asked for an amended contract with a different rate structure. As a result of this change Doug requested bids from two other snowplowing contractors, Plaut Environmental Services and Tower Landscaping. Rich stated that the Association has never paid for more than \$6,300 in any one year for snowplowing, many years have been substantially less. Doug suggested that since it was so late in the process that the Board accept Tom Montano's new rates for this winter and rebid the contract next year for the following three winters. A motion (Whalen/Humes) was made to this effect. Rich reported that Les Webb, the new Public Works Director, told him that he thought Montano & Sons did a good job last year and should be continued. There was no further discussion. The motion passed unanimously.

Bonding Proposal for Storm Drainage System – Doug reported that he is waiting to get information from the designers of the project. Doug stated that he and Frank Noe have been working on securing a loan for this project at favorable interest rates. There has been discussion about having the Old Lyme Shores storm drains empty into Sheffield Brook which would increase the pressure behind the two pipes emptying into Long Island Sound. In order to do this the Board would have to grant an easement to Old Lyme Shores. Rich asked for the expert's opinion on this issue. Doug has yet to get this information. Steve believes that a drainage easement would be appropriate. The Board will not vote on granting this easement prior to getting more information. Doug reported that in order for the WPCA to put sewers in the streets they would need the permission of the government, in this case, the Old Colony Beach Club Association Board of Governors. In addition an easement would have to also be granted to Old Lyme Shores to allow them to use the sewer line running under Hartung Place to Soundview Beach.

Part Time Paid Position for Public Works – Rich suggested that discussion of this item be tabled until Doug and Les Webb can discuss this issue. The Board's consensus was to table this issue to a future meeting. Doug did request that the Board agree to allow the use of Montano and Sons or H.S. Plaut Environmental Services to address situations as they occur over the winter. The Board agreed by consensus that this arrangement was appropriate.

Financial Advisor Review – Doug asked that this discussion be delayed for now. The Board agreed to table this item until further information is available.

Construction Ordinance Review – The Board agreed to table this discussion until spring.

Other Old Business – There was no Other Old Business.

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 Wednesday, January 8, 2020 at 6:30 PM at Nancy Zimmerman's home in South Windsor.

A motion (Zimmerman/Whalen) was made to adjourn at 7:28 PM. The motion passed.

Respectfully submitted

A handwritten signature in black ink, appearing to read 'Richard Kingston'.

Richard Kingston

Clerk

November 18, 2019

Results of Voting at the November 13, 2019 Old Colony Beach Club Association Board of Governors Meeting. Board of Governor Members present- Janet Montano, Nancy Zimmerman, Gavin Cartiera (by phone), Steve Humes (by phone), Rich Kingston and Doug Whalen (by phone).

Winter Mowing of Sheffield Brook Easement Area: A motion (Whalen/Montano) was made to approve Tower Landscaping's bid to mow the Sheffield Brook easement area sometime between November and April for up to \$1,000. There was no discussion. The motion passed unanimously.

Snow Plowing Contract for Winter 2019-2020: Doug suggested that since it was so late in the process that the Board accept Tom Montano's new rates for this winter and rebid the contract next year for the following three winters. A motion (Whalen/Humes) was made to this effect. Rich reported that Les Webb, the new Public Works Director, told him that he thought Montano & Sons did a good job last year and should be continued. There was no further discussion. The motion passed unanimously.

November 13, 2019
OCBCA Board of Governors Meeting

Attachment 1

Treasurer's Summary
OCBCA Board of Directors Meeting
November 13, 2019

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| Balance July 1, 2019: | \$270,083.37 |
| | \$155,777.22 * |
| | (\$1.00) FY 2019 tax overpayment made in 2018* |
| | <u>\$0.49</u> FY 2019 tax overpayment credit* |
| Income: | \$155,776.71 |
| Expenses: | \$72,827.74 |
| Balance October 31, 2019: | \$353,032.34 |
| General Fund Checking | \$60,212.30 |
| General Fund MM Savings | \$168,220.03 |
| Capital Fund MM Savings | <u>\$124,600.01</u> |
| Balance October 31, 2019 | \$353,032.34 |

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