

October 13, 2021

Old Colony Beach Club Association Board of Governors Meeting

The meeting was called to order at 6:30 PM by the Board Chair, Douglas Whalen. Board members attended in person at Lester Webb's home at 21 Gorton Avenue, Old Lyme or by means of Zoom videoconference software.

ATTENDANCE: Members present- Janet Montano, Nancy Zimmerman, John Newson, Lester Webb, Steve Humes, Rich Kingston, and Doug Whalen.

Member absent - None

Members of the Public: Joe Frutuoso, Anita Kaplowitz, Bill Gouveia, and Harvey Schiller

Approval of 9/14/2021 Board of Governors Meeting Minutes: A motion was made (Humes/Montano/) to approve the September 14, 2021 Board of Governors Meeting minutes. There was no discussion. The motion passed unanimously.

Treasurers Report (Janet Montano): Janet presented the Treasurers Summary ending September 30, 2021 (Attachment 1).

Action Items Update: Doug asked Rich to review the pending Action Items. Rich stated that Item 76 *Develop a procedure to authenticate association website membership* will be addressed as agenda Item XII of this meeting. Rich also noted that Item 78 *Look into the feasibility of using the Gorton Avenue lot for other types of parking* is also on this agenda as Item XI. Action Item 80 *Revise existing Board policy regarding WPCA membership* remains open. Steve Humes has been assigned this item and he stated that he is not yet ready to report on this subject. Rich stated that Item 81 *Determine which OCBCA website documents should reside on the public side of the website* is assigned to both Steve and Doug. Doug stated that since he needs further discussions with the Association's attorney about this issue he will not be able to make a report at this time. Finally, Rich read Item 82 *Signs be put on the beach storage racks stating the overnight storage of boats, kayaks, and paddleboards is prohibited from November 1 to May 1* and turned the floor over to John Newson who had a sample of this sign to share with the Board. John presented a sample of a sign that cost about \$28. On Janet's suggestion the Board discussed whether the word "overnight" which modifies the word storage on the sign is necessary. Rich suggested that the Board make a policy specific to limiting storage on the beach over the winter months. Doug agreed that that could be done. It was agreed that a creation of a policy could be addressed at next month's

meeting. The Board agreed to eliminate the word “overnight” and have the sign state that there is no storage between November 1 and May 1. Rich asked that the signs be removed by May 1 to limit the use of the word “no” that appears on many of our instructions when using the beach. Doug asked John to order two signs with the revised wording as discussed.

Correspondence: Doug reported that he has received correspondence from members volunteering to join the Lending Library subcommittee chaired by Gina Carbone. John stated that he had received an email from Gina Carbone asking about the details of the paid Recreation position that will be used next summer. John told Gina that the details had not yet been worked out regarding how this position would be used. Janet made it clear that the position will be paid as a stipend. Doug stated that the person contracted for this position will not be an employee of the Association. Doug asked John to put a job description together for Board review at the January meeting. Doug stated that he will send the previous draft job description to John to assist him in this effort.

Committee Reports-

Chairman’s Report (Doug Whalen): Doug stated that aside from the WPCA matters to be discussed later in the meeting he had nothing to report.

Clerk’s Report (Rich Kingston): Rich took the opportunity to make a motion (Kingston/Montano) to donate \$100 to the Shoreline Church to thank them for the use of their building for the September 11th General Membership Meeting. There was no discussion. The motion passed unanimously. Janet will mail this check to the church.

Tax Collector (Nancy Zimmerman): Nancy reported that she sent out letters to two people who owed outstanding violation amounts to the Association. Nancy said she would work with Steve Humes to draft another letter to advise these two people that a lien could be placed on their property after July 1, 2022. Since Nancy had not yet seen Janet’s email summarizing the status of tax collection Doug asked Janet to report on this issue. Janet stated that five members still owed July 2021 taxes. Janet noted that \$184,166.43 has been collected in taxes to date and \$174.22 has been collected for finance charges. \$4,404.20 remains outstanding in taxes and additional funds will be collected as interest charges on these overdue balances are computed.

Recreation (John Newson): John had nothing to report aside from the fact that he had received a letter about next summer’s recreation position.

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

Public Works (Lester Webb): Lester stated that he intends to repair the gap in the fence along the beach's western boundary by the end of October. Lester is concerned about the amount of sand in the Sheffield Brook outlet pipes. Doug asked Lester to take the volleyball net down soon and Lester said he would take it down tomorrow.

WPCA Report - Steve Humes reported that there have been bids submitted for the three parts of the external sewer infrastructure which were opened October 5th. The internal infrastructure bids were opened on October 7th. Steve stated that he has not yet seen any analysis from Fuss & O'Neill regarding the next recommended steps. Doug reported that the numbers appear to be much lower than the ones from the original bids. Doug is working with Old Lyme's First Selectman Tim Griswold to attempt to secure federal funds with the assistance of U.S. Representative Joseph Courtney to defray some of the external infrastructure costs. Doug said that the WPCA is working closely with Fuss & O'Neill in regards to evaluating the submitted bids.

Security Guard Service Model – Doug stated that he would like Board members to give their suggestions to Steve as to how they think the security guard contract should be structured. Steve suggested that the town's Beach Rangers might be able to patrol our beach next summer. Rich spoke out against this idea. Rich believes that their performance may not be any better than what we have already experienced with the private security firms that OCBCA has hired. Rich stated that just because we have had limited success with the private security firms it should not necessarily require us to change the model for how security is performed. Rich stated that he believes that most residents would wish to continue the same model, covering both the main road entrance while also guarding patrolling the beach itself. Rich suggested that if there is serious consideration to changing the model the membership should be asked for its opinion. Steve noted that the next membership meeting is not until June when it would be too late to ask for their opinions. Rich stated that if the effort to change the security guard model is serious the use of a survey might provide valuable information from the membership. John stated that OCBCA needs to find the right contractor who will do the job right rather than to change the level of summer security coverage currently provided. Doug encouraged the Board's members to provide names of potential bidders to Steve so he can send the bid to as many companies as possible.

Winter Use of Snow Fence at Beach Entrances – Doug reminded the Board of last month's discussion about the use of snow fences to prevent beach sand from blowing on the roads during the winter. The Board was in favor of taking this measure. Doug stated that that fences will need to be

installed to allow pedestrian beach access. Lester will pursue the installation of this fencing.

Additional Use of Gorton Avenue Parking Lot – Doug stated that former Board member Gavin Cartiera had raised the issue of using the Association owned Gorton Avenue parking lot to offer event parking to members. Doug said that if this arrangement is made OCBCA will need to collect a use fee for parking. Lester asked what if members simply need more permanent parking spaces would we allow them to rent the necessary spaces. Doug said that he assumed that the lot would only be used for special event parking. Rich said he is concerned about insurance implications and how the parking lot would be attended and by whom. Janet asked if the parking lot would be used by the contractors installing the sewer system. Doug replied that other arrangements have been made for the contractor to park machinery overnight. John suggested that the security guards should be able to tend the parking lot. Doug explained how he thought the system could work. Steve suggested that requiring the member who requested the use of this parking lot to file an insurance waiver would address Rich's insurance concerns. Rich asked what would happen if a car with no owner in sight is left in the lot without appropriate permission to park, would the Association would have the vehicle towed? Doug stated that the Association would have to erect signs in the parking lot if vehicles are subject to towing describing how the owner of the towed car is to proceed. Doug stated that the Board should plan to discuss this at its next meeting and over the winter, especially if it is decided to proceed with making the parking lot available to members. Doug said that he would check with the Association's insurance agent to make sure that there are no issues with this idea. Doug also stated that he would check with our attorney about whether there are permitting requirements. John stated that he believes that the town won't have any permitting issues with the parking lot.

Web Site User Authentication Procedure – Doug asked Rich to update the Board as to the recent activity. Rich introduced Joe Frutuoso, the OCBCA webmaster, and asked him to do so. Joe explained the progress to date of the project. Joe suggested that the Board endorse sending an email to all OCBCA website users to ask them to respond to validate their member status and/or relationship. Those who don't respond can be removed from the list of valid users along with those who respond but do not have member related privileges to our website. Doug asked Joe and Rich to draft this email for the Board's review prior to sending. John stated that the application form to receive formal OCBCA documents by email has to be mailed in. John believes that the form should be electronic allowing members to apply while on line. Joe agreed with John's thoughts on this matter. John said that he had suggested to Rich that the governing information be separated from the

social email for easier access. John stated that this might work well once a final decision is reached on what is public and what is private members only information. Doug asked Rich and Joe to develop a plan to automate transactions that are currently done on paper only.

Old Business – Janet stated that she went to the intersection of Brookside Avenue and Route 156 and she believes the current sight lines are working but that the general area needs to be cleaned up. Doug stated that this work would be done next spring. Janet is also concerned about the poor condition of a tree hanging over the Maple Avenue right of way alongside the federal easement area. Doug stated that he would get permission from the NRDC and the Association could then arrange and pay for taking the tree down. Doug will have someone he knows provide him a quote for taking the tree down.

New Business – There was no new business.

Public Comment – Harvey Schiller suggested that the signs that are being purchased to prevent winter boat, kayak, and paddleboard storage be put up around Labor Day to give members advance notice. Joe Frutuoso expressed his frustration with the town's meeting minutes regarding WPCA activity. Joe stated that the minutes are very confusing. Doug responded with information pertinent to the town's membership in the three beach process of installing sewers. Steve stated that the town of Old Lyme is not going its own way at this late date. Joe said that the Ordinance Violations Appeal form had been removed from the Association's digital library and was supposed to be replaced with a newer version. Joe has not been given a copy of the newer version and would like to have it to replace what was previously available to the membership. Joe would like to see a list of improvement projects that will be done as a result of the installation of sewers. Joe gave the following as other examples of situations that should be addressed, e.g. the removal of speed bumps, drains must be lower than street grade, and at the top of Gorton and 156 there is a dip that ices over. Joe also stated that the Gorton Avenue opening onto Route 156 is not wide enough and should also be addressed. Joe also suggested that the Board should make a motion to pay off the \$800K storm drain loan and reapply for it when necessary negotiating better terms. Doug responded to Joe that there had never been a time when the Association planned not to have speed bumps. Joe advocated for keeping the public informed of actions by the Board. Doug stated that he will make this list available to the Board to share with the membership. Doug explained that Joe's concern about the \$800K loan cannot be addressed as there are serious penalties for early repayment (before 5 years) of the loan and Doug also said the funds will be needed soon.

NEXT MEETING - The next Board of Governor's meeting date is scheduled for Wednesday, November 10. The meeting may be held in person at Lester Webb's home at 21 Gorton Avenue and will also be held with Zoom remote meeting software.

A motion (Zimmerman/Kingston) was made to adjourn at 7:46 PM. The motion passed.

Respectfully submitted



Richard Kingston

Clerk

October 23, 2021

Minutes Approved at March 9, 2022 Board of Governors Meeting

Results of Voting at the October 13, 2021 Old Colony Beach Club Association Board of Governors Meeting. Board of Governor members present- Janet Montano, Nancy Zimmerman, John Newson, Lester Webb, Steve Humes, Rich Kingston, and Doug Whalen.

\$100 Donation to Thank Shoreline Church: Rich took the opportunity to make a motion (Kingston/Montano) to make a \$100 donation to the Shoreline Church to thank them for the use of their building on September 11. There was no discussion. The motion passed unanimously. Janet will mail this check to the church.

October 13, 2021
OCBCA Board of Governors Meeting

Attachment 1

Treasurer's Summary
OCBCA Board of Governors Meeting
October 13, 2021

Balance July 1, 2021:	\$1,026,650.17
	\$197,050.29 *
	(\$16.98) FY 2020 tax overpayment made in 2019*
	<u>\$0.56</u> FY 2021 tax overpayment credit*
Income:	\$197,033.87
Expenses:	\$117,903.23
Balance September 30, 2021:	\$1,105,780.81
General Fund Checking	\$88,175.00
General Fund MM Savings	\$188,396.84
Capital Fund MM Savings	\$116,520.93
Capital Loan MM Savings	<u>\$712,688.04</u>
Balance September 30, 2021	\$1,105,780.81

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