

April 12, 2023

Old Colony Beach Club Association Board of Governors Meeting

The in-person meeting was held at 12 Old Colony Road. Board members and guests also attended with Zoom software. The meeting was called to order at 6:31 PM by the Board Chair Douglas Whalen.

ATTENDANCE: Members present - Janet Montano, Lester Webb, Steve Humes, Kristina Wilson, John Newson (arrived late), Rich Kingston, and Doug Whalen

Members of the Public: Joe Frutuoso and Harvey Schiller. Cameron Norfleet from Stillwater Security also attended.

Approval of 3/8/23 Board of Governors Meeting: A motion was made (Humes/Webb) to approve the March 8, 2023 minutes. There was no discussion. The motion to approve the minutes passed.

Treasurer's Report (Janet Montano): Janet presented the Treasurers Summary ending March 31, 2023 (Attachment 1). There was no discussion.

Correspondence: Rich reported that Joe Frutuoso, the Association's webmaster, did receive correspondence from someone on the web concerned about broken web links on our Association webpage. Rich then asked Joe to explain further. Joe believes that this correspondence was related to offering a web link to provide free legal forms on the Association's website. The Board's consensus was not to pursue this matter further. Rich stated that he received an email from the USPS notifying the Association that the Association's post office box permit needed to be renewed. Rich also stated that Joe Frutuoso had sent an email to all Board members about establishing a procedure about how contacts with the Association's attorney should be handled. The members agreed to discuss this issue under the New Business portion of this meeting. Doug stated that he has received a number of correspondences from the WPCA cost sharing agreement group. Doug also received correspondence from the new owners of 30 Old Colony Road who plan to demolish the existing house and build a new one.

Action Items Update: Rich read the Action Items Update. Rich reported that the open items (#76, 83, and 84) assigned to him remain in that status. Rich stated that he will work on these items with the Association's webmaster. Doug reported that he is prepared to discuss Item #81 (Determine which OCBCA website documents should reside on the public side of the website) under this meeting's agenda item XI. Item #89 (Address Traffic Safety Concerns) will remain a topic for future meetings and

Doug has obtained the Association's attorney's response to Item #90 (Language Conflicts between Charter and By-Laws). Rich stated that he has not addressed Item #92 (Ask Winter Residents to Share Contact Information) as of yet. Rich stated that the Item #94 (Determine Number of Palm Trees that residents would like to Plant on the Beach this year) would be discussed under agenda item X.

Committee Reports-

Chairman's Report (Doug Whalen): Doug stated that he had provided information to an Association member wishing to apply for a mooring permit. Doug stated that he has also been interviewed by the New London Day newspaper in regards to the WPCA sewer program.

Treasurer's Report: Janet stated that she is having record keeping issues for the new interest bearing accounts with Webster Bank. Janet stated that the final total, for the Board approved work discussed at the March meeting, at 80 Old Colony Road is \$3,029.01. Janet stated that she is concerned about the costs association with criminal background checks referred to in the Stillwater Security bid proposal.

At this time Doug asked to move the Public Safety report up in the agenda to address at this point in the meeting as a representative from a bidding security firm is attending this meeting. There was no objection from the Board.

Public Safety (John Newson): John stated that he had contacted a number of security firms to provide services this summer but he only received two bids. John stated that Mr. Norfleet, a representative of Stillwater Security, is attending this meeting remotely to answer any of the Board's questions. John stated that Stillwater is bidding at \$47/hour while USA Security, last year's service provider, is bidding \$26.25/hour. Doug asked Mr. Norfleet to explain his firm's experience with beach security and other types of security. Mr. Norfleet stated that his firm has no previous experience providing beach security or has only a few accounts in the shoreline area around OCBCA. Mr. Norcross explained that Stillwater Security is seven years old and is based in Meriden. After Mr. Norcross left the meeting John explained that the difference between the two bids he has received is approximately a minimum of \$23,200 greater with Stillwater Security providing a much larger cost than USA Security. John stated that he was not comfortable recommending the increased cost for Stillwater Security. Rich asked for the preparation of an "after action report" at the end of each season to evaluate the level of satisfaction with the security service's performance. Doug asked Board members to provide John with their concerns regarding last year's security guard performance so he can discuss

with USA Security. A motion (Newson/Humes) was made to grant this summer's security service contract to USA Security Services. There was limited discussion. The motion passed unanimously. Janet reported that the \$60 discount that had previously been applied to the Comcast bills that pay for the cameras has been removed. Doug will work to regain this discount.

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

Tax Collector (Steve Humes): Steve stated he had nothing to report.

Recreation (Kristina Wilson): Kristina reported on her preparations for the annual dinner party and the other planned summer activities. Kristina stated that she is preparing a flyer for Recreation summer events which she will share with Board members before disseminating to the membership.

Public Works (Lester Webb): Lester reported that he has been working with the beach cleaner to prepare for the summer season. Lester stated that he is concerned with the amount of broken PVC pipes at the kayak/paddleboard racks on the east side of the beach. Lester suggested that the racks be removed and kayaks, etc. be directly placed on the beach. Doug stated that the racks need to be repaired as this storage option needs to continue into the future. Lester pointed out that the pvc at the base of the racks is also broken but can't be seen because the base is buried under sand. Doug stated that he would review the situation on his return. Lester stated that he is having problems registering a new jet ski line as each mooring line needs to have an individual boat registered to it. Doug stated that he would attempt to resolve the problem with the town of Old Lyme's Harbormaster.

WPCA Report – Steve stated that the latest WPCA meeting was cancelled. Doug reported that the three million dollar federal grant that he was working on will not be available. The WPCA continues to work on securing a seventeen million dollar grant from DEEP to assist financially in this project. Doug also reported that the three private beaches involved in the sewer project had their CWF loans extended so that no interest will be paid until 2024. Doug reported that Old Lyme Shores is not withdrawing from this project.

Rich left the meeting at this time due to illness.

Sheffield Brook Outlet Drainage Sub-Committee Update: Steve reported that the sub-committee is still waiting for Old Lyme Shores to decide if it will take part in the Ramboll Engineering study. Steve was told that this decision would be made at their association's June membership

meeting. Steve believes that it would not be advisable to proceed because of the cost if Old Lyme Shores does not contribute to paying for its half of the study as they will benefit regardless of their contribution or lack thereof.

Status of Palm Trees on the Beach prior to Membership Meeting –

Doug stated that he received feedback from members asking that the March 1 letter sent out by the Board prohibiting palm trees on OCBCA property be suspended pending the results of the vote at the June General Membership meeting. Doug stated that the Association's attorney recommends that the March 1 letter be suspended pending the results of the vote at the General Membership meeting. A motion (Newson/Wilson), based on the advice of counsel, was made to suspend enforcement of the March letter prohibiting palm trees on OCBCA property until the results of the vote at the June General Membership meeting. There was no discussion. The motion passed unanimously. A motion (Newson/Wilson) was made to put forward a vote for the general membership to allow the practice of planting of palm trees on Association property subject to the rules promulgated by the Board by the ordinance. Doug explained that if the vote to allow palm trees passes at the General Membership meeting an ordinance will then be subsequently created by the Board to regulate such plantings. There was no discussion. The motion passed unanimously.

Determine which OCBCA Website Documents should Reside on the Public Side of the Website –

Doug stated that he developed and distributed to the Board suggested language for review. The Board agreed to discuss this issue at its May meeting.

Swim Buoy Contract – A motion (Webb/Montano) was made to contract with Scott Mitchell to install, remove and maintain swim buoys for the next three summer seasons. The Board members discussed the reasons they did not pick H.S. Plaut Environmental Services to provide this service. The motion passed unanimously.

Budget for FY2024 – Janet reviewed the latest draft version of the FY2024 budget (Attachment 2). Janet noted that the projected revenue from the new interest bearing accounts was not taken into account in this last version of the budget. The Board then discussed the various line items that should be adjusted. Janet will send out a revised budget for the final vote at the May Board meeting.

Traffic Safety Concerns – Doug again stated that he will ask the resident state trooper for some suggestions on this topic to share with the Board on his return to the state.

Preparation for June 10 General Membership Meeting – Doug discussed the two motions for the changes to the Association By-Laws to address language conflicts between the By-Laws and the Charter.

Old Business– There was no old business.

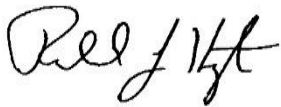
New Business– There was no new business.

Public Comment– Joe Frutuoso spoke about his requests for more transparency from the Board and the need to establish a regular procedure regarding how questions for the Association’s attorney should be handled.

Next Meeting – The next Board of Governors meeting date is scheduled for May 10, 2023. The in-person portion of this meeting will be held at a location to be determined. The meeting will also be available on Zoom.

A motion (Montano/Newson) was made to adjourn at 9:11 PM. The motion passed.

Respectfully submitted

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

Richard Kingston, Clerk
April 22, 2023

Approved at May 10, 2023 Board of Governors Meeting

Results of Voting at the April 12, 2023 Old Colony Beach Club Association Board of Governors Meeting. Board of Governor members present- Janet Montano, Steve Humes, Lester Webb, John Newson, Kristina Wilson, Rich Kingston and Doug Whalen

Security Service for Summer 2023: A motion (Newson/Humes) was made to grant this summer's security service contract to USA Security Services. There was limited discussion. The motion passed unanimously.

Status of Palm Trees on the Beach prior to Membership Meeting – A motion (Newson/Wilson), based on the advice of counsel, was made to suspend enforcement of the March letter prohibiting palm trees on OCBCA property until the results of the vote at the June General Membership meeting. There was no discussion. The motion passed unanimously.

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April 12, 2023
OCBCA Board of Governors Meeting

Attachment 1

Treasurer's Summary
OCBCA Board of Governors Meeting
April 12, 2023

Balance July 1, 2022:	\$1,049,694.20
	\$211,238.68 *
	(\$37.49) FY 2022 tax overpayment made in 2021*
	<u>\$52.88</u> FY 2023 tax overpayment credit*
Income:	\$211,254.07
Expenses:	\$168,350.11
Balance March 31, 2023	\$1,092,598.16
General Fund Checking	\$67,284.45
General Fund MM Savings	\$350.64
Capital Fund MM Savings	\$441.42
Capital Loan MM Savings	\$96.85
Municipal General Fund MM	\$188,671.73
Municipal Capital Fund MM	\$120,468.35
Municipal Loan Fund MM	<u>\$715,284.72</u>
Balance March 31, 2023	\$1,092,598.16

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

April 12, 2023
OCBCA Board of Governors Meeting

Attachment 2

OCBCA 2024 Fiscal Year Proposed Budget for 4/12/23 B of G Meeting

	Actual FY2020	Actual FY 2021	Actual FY 2022	Approved FY 2023	Actual 3/31/2023	Proposed FY 2024
Revenues						
Property Taxes + finance charges	144,300.59	163,615.26	189,782.14	186,300.00	190,609.93	190,000.00
Town of Old Lyme	8,645.00	8,550.00	8,677.00	8,550.00	9,014.00	8,550.00
Vendor Fees	500.00	500.00	1,300.00	1,300.00	1,300.00	1,300.00
Registrations	700.00	550.00	500.00	50.00	50.00	150.00
Reimbursement for Bank Charge	30.00		15.00			
Gate Swipe Cards	370.00	275.00	315.00	100.00	75.00	100.00
Additional Beach Passes		70.00	80.00		20.00	
Fines		142.24	41.20		70.00	
Swim line repair payment					602.67	
Beach construction debris repay					550.00	
Sign damage payment			144.27			
Boat storage cost	100.00	100.00				
Beach Cleaning Donations		775.00	300.00		715.00	
Federation 1/2 dues returned	289.50					
Federation donation for defibrillator	1,500.00					
Funds returned payment error			4,520.76			
Interest Income General Fund	189.25	63.06	37.69	40.00	602.23	50.00
Interest Income Capital Account	126.22	46.48	24.23	20.00	387.39	30.00
Interest Income Loan Account		430.12	356.38	340.00	2,426.96	360.00
Webster General Obligation Note		796,250.00				
Old Lyme Shores 1/2 cost Sheffield Brook	2,360.75	4,356.50			3,037.50	
Recreation	2,157.00					
Raffle	2,729.00					
Merchandise	2,400.00	573.00	2,732.00	200.00	1,778.00	860.00
Total Revenues	166,397.31	976,296.66	208,825.67	196,900.00	211,238.68	201,400.00
Expenditures General Fund						
Public Safety	34,942.65	38,513.83	31,486.31	39,000.00	29,850.68	38,000.00
Public Works	37,690.06	41,695.85	36,097.42	38,400.00	30,990.00	39,000.00
Insurance	5,955.00	5,287.32	6,195.32	6,500.00	6,826.76	7,000.00
General Administration	8,005.37	6,689.05	4,403.17	6,500.00	2,390.67	6,000.00
Payment Error			4,520.76			
Electricity	5,670.06	4,582.06	4,627.74	6,000.00	4,085.83	6,500.00
Fire Protection (Hydrants)	10,654.83	10,982.62	11,082.92	12,000.00	8,904.12	13,000.00
Recreation	4,211.33	306.28	826.78	4,000.00	3,544.40	6,430.00
Raffle	473.97					200.00
Merchandise	3,242.50	860.97	2,775.37	1,200.00	1,641.00	2,000.00
Professional Fees	10,282.50	2,150.00	9,750.00	14,500.00	11,500.00	14,500.00
Donations	200.00	100.00	200.00	200.00	100.00	200.00
Bounced Tax Check Bank Fee			15.00			
Bank Service Charge					4.89	
Property Taxes	948.86	1,105.04	1,109.80	1,200.00	1,119.34	1,200.00
Subtotal	122,277.13	112,273.02	113,090.59	129,500.00	100,957.69	134,030.00
Contingency Fund Capital Account	8,000.00	47,000.00				
General Fund Expenditures after \$ transfer	130,277.13	159,273.02				
Capital Improvements/Expenditures						
WPCA						
Stormwater Study & Design	56,100.00	58,379.00				
Stormwater Project (Loan Funds)		25,702.89				
Stormwater Loan Interest + Principal		11,411.11	68,978.56	67,400.00	67,392.42	67,370.00
Fencing			3,393.00			
Border lot survey			340.00			
Subtotal	56,100.00	95,493.00	72,711.56	67,400.00	67,392.42	67,370.00
Total	178,377.13	207,766.02	185,802.15	196,900.00	168,350.11	201,400.00
Mill Rate	3.25	3.50	4.00	4.00	4.00	4.00
Profit/Loss	(11,979.82)	768,530.64	23,023.52			

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