

Approved December 17, 2008

**MINUTES – CANDLEWOOD SHORES TAX DISTRICT
BOARD OF DIRECTORS MEETING
November 19, 2008**

CALL TO ORDER: President Bill Lohan called the meeting to order at 7:32 PM. Present were John Berger, Sue Murtha, Pat Spitzfaden, Marwan Sayegh, Norah Lynch, General Manager Steve Gies, and three residents.

APPROVAL OF MINUTES: Sue Murtha made a motion to approve the minutes of the October 15, 2008 Board of Directors meeting as presented. Seconded and passed.

PUBLIC COMMENT: Resident Bob Fletcher congratulated General Manager Steve Gies and his crew on doing such a great job with the leaf and brush pick-up. Resident Joe Parente suggested using solar lights to illuminate the entrance sign. He did some research and provided the information to Steve.

CORRESPONDENCE: None.

TREASURER'S REPORT: Marwan distributed the October statements for the Water Department and the Tax District. He noted that we should currently be at 33% of budget. Total Shared Expenses are at 32.4%, Total Community Expenses are at 34.3%, and the Total Shared and Community Expenses are at 32.9%. Capital Improvements Expenses are at 26.3%. All items factored in, the total comes to 31% of budget.

CSTD Water: Marwan reported that total department expenses are at 35.7%, and Total Capital Improvement Expenses are at 21.4% of budget. Total Expenses are at 32.1% of budget. There are no items that stand out that have not been discussed previously.

MANAGER'S REPORT: Steve reported:

The fall clean-up is going very well. The pre-fall prep work has paid off. Some brush, leaves, etc., will be hauled out next week. Our area has gotten filled up. So far, the prep work for winter is going well, we should be in good shape. We are on track with the budget. Deliveries have been scheduled for supplies. Some parking and curbing work is slated as being high priority, mainly due to drainage issues.

An arborist will be coming in to do some necessary trimming and tree work. The Clearview Drive parking ban is now in effect, the signs have been posted. The carpets in the community room need to be cleaned; Office Manager Pat Lund has been spot cleaning, but a professional job is necessary.

The homeowner of 68 South Lakeshore Drive has not yet come in personally to present his request for a circular drive. The Board will not make a decision on this request until he does so.

Water: Steve reported that all is going well with the Water Department. An outside

source will be coming in soon to evaluate the wells and the well pumps.

Work on the garage is moving along, although it is still behind schedule. We have some cost versus budget concerns; there is a shortfall of approximately \$35,000. Heating costs are higher, and some electrical changes were more expensive, etc.

We are still waiting to hear back from the State on the Water Plan. The inspection was done last month and went very well. Some minor issues that were brought up have already been corrected.

HARBORMASTER: Pat Laska will contact Tucker once again and request that the moorings be repositioned.

RECREATION: Nancy Caron, the Christmas Party director, would like to hire a magician for the party. The cost would be \$250, in addition to the cost of food, gifts, etc. The party would be titled "A Magical Holiday Party", and she hopes to increase attendance in this way. The Board has no objection, and the extra cost was approved.

Steve reported that the Brookfield Fire Department has requested borrowing our Santa outfit. As long as there is no conflict with our holiday party, the Board approves their request, with no charge to the Fire Department.

No information on the Cookie Exchange yet.

NEW BUSINESS: Norah Lynch asked if any new pine trees had been planted at the beach area. Steve responded that none had been, the trees that are there are dwarf trees and were planted several years ago. The dwarf trees will only grow a few inches.

OLD BUSINESS: None.

SECOND PUBLIC COMMENT: A resident asked if there was a community effort to contract for a heating contract to lower the cost to residents.

ADJOURNMENT: Bill Lohan adjourned the meeting at 8:29 PM.

Respectfully submitted,

Patricia Laska
Secretary

Subject to Board Approval

**MINUTES – CANDLEWOOD SHORES TAX DISTRICT
BOARD OF DIRECTORS MEETING
December 17, 2008**

CALL TO ORDER: President Bill Lohan called the meeting to order at 7:29 PM. Present were John Berger, Sue Murtha, Pat Spitzfaden, Marwan Sayegh, Norah Lynch, General Manager Steve Gies, and one resident.

APPROVAL OF MINUTES: John Berger made a motion to approve the minutes of the November 19, 2008 Board of Directors meeting as presented. Seconded and passed.

PUBLIC COMMENT: None

CORRESPONDENCE: John Berger reported that the Brookfield Police Department arrested a person who may have been responsible for the recent rash of robberies in the Shores. They asked us not to become complacent, but to stay vigilant, especially during the current fiscal crisis.

TREASURER'S REPORT: Marwan distributed the November statements for the Water Department and the Tax District. He noted that we should currently be at 42% of budget. Total Shared Expenses are at 39.3%. #635, Winter Road Maintenance is at 75% due to one-time purchases of calcium chloride and other snow removal materials. Total Community Expenses are at 36.1%, and the Total Shared and Community Expenses are at 38.4%. Capital Improvements Expenses are at 27.5%. All items factored in, the total comes to 35% , 7% below budget.

CSTD Water: Marwan reported that total department expenses are at 41.7%, and Total Capital Improvement Expenses are at 21.4% of budget. Total Expenses are at 36.7% of budget.

MANAGER'S REPORT: Mr. Farage has asked for an ordinance modification to install a circular drive in front of the house at 68 South Lake Shore Drive that he has purchased for renovation. This request will be added to the January agenda for a formal decision. Neighbors will be invited to attend.

Steve reported:

The fall clean-up was a great success. Steve is looking closely at the costs we are incurring

There is a sale pending for 96 North Lake Shore.

The Brookfield Police Department gave kudos to Pat Lund and Steve for the quick distribution of information regarding the burglaries within the community.

The drainage project on Mountainview will begin tomorrow.
Winter maintenance is ongoing. Equipment and staff are looking good.
We are beginning the inside jobs, and there is a long list of them.
Prep work in the next fiscal budget is beginning.

Water: There are many indoor projects for the Water Department. System upgrades will continue on into the spring. One tank will be taken offline for the winter.

ADMINISTRATION: Bill mentioned that Pat Lund has requested that the Board assist her in obtaining up-to-date assessment information from the Town of Brookfield. She has not been able to get much cooperation from them.

The Brookfield Police Union is requesting donations.

HARBORMASTER: No report.

RECREATION: February 1 is the scheduled date for the Children's Winter Party.

NEW BUSINESS: John feels that the rights of way and use of them is being abused by some residents. He would like to see a new ordinance put into effect restricting the use of the right of way and putting fines into effect for violations. He has also recommended that lifeguard hours be curtailed.

OLD BUSINESS: None.

SECOND PUBLIC COMMENT: None.

Motion: Sue Murtha made a motion to go into Executive Session to discuss personnel issues at 8:35 PM, and inviting General Manager Steve Gies to attend. Seconded and passed.

Motion: Sue Murtha made a motion to come out of Executive Session at 9:55 PM. Seconded and passed.

ADJOURNMENT: Bill Lohan adjourned the meeting at 9:55 PM.

Respectfully submitted,

Patricia Laska
Secretary