

**CANDLEWOOD SHORES TAX DISTRICT**  
**Board Meeting Minutes**  
**October 16, 2019**

**I. CALL TO ORDER**

Elizabeth Longworth called the regular meeting of the Candlewood Shores Tax District to order at 7:30 pm on October 16, 2019. Twelve members of the Candlewood Shores Community were in attendance.

**II. ROLL CALL**

The following persons were present:  
Elizabeth Longworth - President  
Ken Appley-Treasurer  
Lisa Maguire-Secretary  
Jon Lepler-Director  
Kelly Lane - Director  
Travis Hyatt - Scalzo Community Manager  
Lisa Daly – CTSD Office Manager

**III. HEARINGS**

Peter Kuhn – 31 North Lakeshore stated he just received his notification. He was told we would send new letter for October.  
Brian Cleveland – 62 Mountain View stated he no longer has company truck parked at his house. Asked for clarification on ordinance.  
Elizabeth Thompson- 26 Berkshire requested approval to improve retaining wall in ROW; received notification letter in June. Was told the subject would be discussed in executive session.

**IV. APPROVAL OF MINUTES**

Amendments to minutes September 18, 2019:  
Linda Queiroz: Made comment about the poor line painting on the hill, especially because it was expected that the paint would mimic the "chokers".

Loretta Donovan: Under Connecticut state statute 200 ([https://www.cga.ct.gov/current/pub/chap\\_014.htm#sec\\_1-200](https://www.cga.ct.gov/current/pub/chap_014.htm#sec_1-200)), there are only 3 types of meetings that Candlewood Shores Tax District May hold: Regular Meetings (such as monthly board meetings), Special Meetings (to bring residents together for a specific purpose), and Emergency Meetings (to handle a crisis like the microburst). When the board convened a recent meeting to discuss the results of the survey, it was a Special Meeting under the law. As there was no official notification in the News Times, the law was broken. Additionally, the board did not allow employees of Scalzo to attend the meeting. Under the Freedom of Information Act all Meetings must be open to the public unless two-thirds of the members present vote to close it to go into executive session. Therefore, a Federal law was also broken.

Alan Owen: Asked about fire hydrant maintenance; Board is addressing.

Jon motioned to approve the September minutes with amendments

Kelly 2<sup>nd</sup>

All in favor

Motion passes

## V. PUBLIC COMMENT

Lori and Stacy Boxer, - 18 Clearview Dr., #1 In July requested a plan to add a parking area; the board will review a submitted plan. Parking on one side of street is safer; believes a firetruck would not make it down the street otherwise.

#2-Wrote to Bob Dolan that a car on street is incorrectly parked. There is also tall grass.

- Board is aware.

Joan Polzin- 16 Twilight Lane, #1 Wants to know if ROW belongs to the state.

- Travis responds that the ROW is a district ordinance. This would be a question for the DA.
- Alan Owen responds that she should call public utilities; that the ROW is state regulated and has nothing to do with the Shores.

#2- Re: previous question to Scalzo. Is there option to use analog meters?

- Yes, there may be an extra charge; the possibility was, investigated and yes, there is.

#3- Explains electromagnetic radiation concerns.

Kevin O'Connor -28 Berkshire Dr., #1 Asks if we can get water bill on paper.

- Response is yes.

#2- What actual steps are being taken to seal cracks?

- Adam responds that the equipment will not be able to do the job.
- Kevin disagrees and states he sees other priorities being addressed; states the Board has excuses when they want something done.
- Adam responds that the job was looked into but restates he cannot do it this year; will do first thing next year.

Albert Coleman – 37 Twilight Lane., #1 Property behind at 42 Mountainview is derelict and needs clean up.

- Travis will look into ownership.

#2- The storm drain on Mountain View is eroding and in need of repair.

- Adam will address.

## VI. TREASURER'S REPORT

Ken Appley - Treasurer

Tax District Balance

\$672,061

Water District Balance

\$613,104

Ken explains that the transfer of money which should have happened this month did not happen but will be taken care of. CD will come due in March.

**VII. MANAGEMENT REPORT**

Travis Hyatt reviews Action List from Scalzo.

**VIII. COMMITTEE REPORTS**

1. Safety Committee Report – No report

2. Beautification Committee Report - Liz Longworth

Mums look lovely.

3. Recreation Committee Report – Jon Lepler

Our attorney has advised that the board has discretion on what can be permitted at clubhouse.

Craft Fair in clubhouse

- If there is a problem with profit they can donate back.
- Should not be a single person making a profit.
- Attendees will pay for sign painting event for our community.
- Question: on who is responsible for sales tax? Response, sellers are responsible for claiming their own income.
- Liz comments that the recreation committee is coming up with new ideas for the enjoyment of the community.

Jon motioned to allow new recreational activities within provisions.

Ken 2<sup>nd</sup>

All in favor

Motion passes

4. Ordinance – Travis Hyatt

Bob Fletcher resigned from Ordinance Committee and the Board. The board will go through the process of appointment; notification will be through email.

**IX. ADMINISTRATION**

No New Business

**X. NEW BUSINESS**

Comment: If not getting emails add address to contacts and change settings to allow.

- a. Vandalism- Liz explained what happened with the vandalism to the equipment on 10/06/2019. The vehicles had been appraised by Kelly and parked in the pit, ready

for sale. The vehicles were to be sold and monies placed into CSTD account. The equipment was vandalized using other pieces of equipment. The board ordered cameras installed. Incident was reported to the police.

Three days later on Wednesday 10/09/2019 between 9:30am and 1:30pm ( this was a non-school day), the equipment was vandalized a second time in the same fashion. There is an enormous amount of damage. The insurance company is involved. All equipment must now be repaired in order to sell.

The police have some leads. Jason Fage is the contact at the Brookfield PD if anyone has any information or if they have seen anything.

Cameras are currently in place and everything is moved.

- b. Selling of equipment- Kelly conducted appraisals on 09/03/2019. Community was to be notified that we are selling the vehicles and will reinvest the money into CTSD funds.
- c. Tucker Proposal- Boat docks; Board will discuss.  
Moorings – restructuring mooring situation. Kelly is addressing; is currently researching multiple ordinances making sure they match.

#### **XI. OLD BUSINESS**

Irrigation discussion: cost on entrance and grass area. Looking at 2 proposals. Ken advises that we need 3 proposals to decide. Adam, Travis and Vendor will meet.

#### **XII. SECOND PUBLIC COMMENT**

Kevin O'Connor-28 Berkshire Dr., #1 questions spending amount that affects the community.

#2 Suggests having a dinner at the clubhouse to welcome new community members.

#3 Suggests again to find a way to purchase the tennis courts.

- Travis will find out if they will sell property separately.

Alan Owen- 28 Longview Dr., - #1 will be moving Belgium blocks ASAP as per notification.

#### **XIII. EXECUTIVE SESSION**

Motion to go into Executive session at 8:388pm by Liz

Dee - 2<sup>nd</sup>

All in favor

Motion passes

Motion to exit Executive session at 9:03pm by Liz

Kelly – 2<sup>nd</sup>

All in favor

Motion passes

ACS Proposal- Alarm for water main leak  
Liz -Motion to accept proposal in amount of \$6929.  
Kelly – 2<sup>nd</sup>.  
All in favor.  
Motion passes.

**XIV. ADJOURNMENT**

Motion to adjourn at 9:29 by Jon Lepler  
Liz- 2<sup>nd</sup>  
All in favor  
Motion passes

**Minutes Submitted By:**

Lisa Maguire