

CANDLEWOOD SHORES TAX DISTRICT
Board of Directors Meeting
Wednesday, October 20, 2021, 7:30 PM
Via Zoom

CALL TO ORDER

- I. Elizabeth Longworth called the regular meeting of the Candlewood Shores Tax District (CSTD) Board of Directors to order, at 7:30 pm, on October 20, 2021.

ROLL CALL

- I. Directors Present
 - a. Alan Owen – Vice President
 - b. Elizabeth Longworth – President
 - c. Jon Lepler – Director
 - d. Kenneth Appley – Treasurer
 - e. Kelly Lane – Director
 - f. Linda Wagner – Director
 - g. Lisa Maguire – Director
 - h. Steven DeMichele – Secretary
- II. Seventeen additional members of the Candlewood Shores Community were in attendance.
- III. Staff
 - a. Adam Singer – CT Fence
 - b. Travis Hyatt – Scalzo Property Manager
 - c. Lisa Arconti – Scalzo Office Manager
 - d. Shawn Stillman – Scalzo Compliance Officer
- IV. Guests
 - a. None.
- V. Directors Absent
 - a. Tammy Jeannine Foley – Director

HEARINGS

- I. None.

APPROVAL OF MINUTES

- I. **A Motion** was made by Elizabeth Longworth, to approve the September 15, 2021 regular meeting minutes, which was seconded by Alan Owen and unanimously approved.

GUEST SPEAKER

- I. None.

FIRST PUBLIC COMMENT

- I. None.

TREASURER'S REPORT

- I. Kenneth Appley presented the Treasurer's Report
- II. Candlewood Shores Tax District Balance - \$1,246,074.11
- III. Candlewood Shores Water District (CSWD) Balance – \$238,832.41
- IV. The "Beach Maintenance Fee", which Elizabeth Longworth inquired on, at the September 15, 2021 meeting is for tick treatments, not beach water quality testing, as stated in the last meeting and will be moved to the "General Maintenance" line item.
- V. Encouraged CSTD residents to setup a payment plan with CSTD for water and tax bills.
- VI. Thanked Fire Control Services and Randy Esposito for providing annual fire extinguisher inspections for CSTD at no charge.
- VII. **A Motion** was made by Kenneth Appley, to move \$137,680.00, from the "Vehicle Acquisition" and "Equipment" line items to the "Land Acquisition line item, which was seconded by Alan Owen and unanimously approved.

MANAGEMENT REPORT

- I. Scalzo Property Management Report – Travis Hyatt
 - a. Mr. Hyatt provided a report of activities since the last Board of Directors meeting.
- II. Compliance Officer Report – Shawn Stillman
 - a. Mr. Stillman provided a report of activities since the last Board of Directors meeting.
 - b. **A Motion** was made, by Alan Owen, to approve the requested permit, for the resurfacing of a driveway and repair of a storm drain, at 149 North Lakeshore Drive, which was seconded by Elizabeth Longworth and unanimously approved.
 - c. **A Motion** was made, by Alan Owen, to approve the requested permit, for the resurfacing of a driveway, at 15 Mountainview Drive, upon the requester completing all permit requirements, which was seconded by Steven DeMichele and unanimously approved.
 - d. **A Motion** was made by Steven DeMichele, to approve the requested permit, for the installation of a crushed stone parking pad, for an RV, at 52 Longview Drive, which was seconded by Alan Owen and unanimously approved.
 - e. **A Motion** was made by Alan Owen, to approve a requested permit, for the installation of a curtain drain, at 58 Kellogg Street and was seconded by Kelly Lane, and approved, with one abstention from Steven DeMichele.

- f. **A Motion** was made by Alan Owen, to approve a requested permit, for the repair of footings and other drains, as well as foundation cracks, at 24 Clearview Drive, upon the requester completing all permit requirements, which was seconded by Linda Wagner and approved, with abstentions from Elizabeth Longworth and Steven DeMichele.
- g. **A Motion** was made by Elizabeth Longworth, to approve a requested permit, for the removal of a tree, at 7 Bayview Drive and was seconded by Kelly Lane and unanimously approved.

COMMITTEE REPORTS

- I. Beautification Committee
 - a. Elizabeth Longworth presented the Beautification Committee Report
- II. Recreation Committee
 - a. Meegan Lepler presented the Recreation Committee Report.
 - b. There was a discussion on a requested approval for a Shores Fallback Festival, on Sunday November 7th, with a rain date of Sunday November 14th.
- III. Safety Committee
 - a. Alan Owen presented the Safety Committee Report.
- IV. Ordinance Committee
 - a. Linda Wagner presented the Ordinance Committee Report.
 - b. Next meeting will be on October 25, 2021.
- V. Landscaping Report
 - a. Adam Singer, of CT Fence, presented the Landscape Report.
 - b. Stick and branch pickup is running from October 18th – November 5th. This is a brush only pickup, for brush no greater than three inches in diameter.
- VI. Dog Park Committee
 - a. Liza Haynie presented the Dog Park Committee Report.

ADMINISTRATION

- I. None.

NEW BUSINESS

- I. Office Painting Proposals
 - a. **A Motion** was made by Elizabeth Longworth, to accept the proposal by Superior Maintenance and Painting Services, in the amount of \$2,750.00, for services at 55 Longview Drive, which was seconded by Alan Owen and unanimously approved.

OLD BUSINESS

- I. Planting Plan for Boat Ramp Discussion
 - a. Elizabeth Longworth provided background on the project.
 - b. This project is a requirement of First Light Power Resources.
- II. Cove Cleanup Discussion
 - a. Elizabeth Longworth reported that CSTD is awaiting a quote for this work.
 - b. This project is a requirement of First Light Power Resources.
- III. Water Meter Retro Fit Update
 - a. Lisa Arconti reported that this project is complete with the exception of a few meters.
 - b. **A Motion** was made by Alan Owen, to set a fee of \$65.00, to manually read meters that were not upgraded in this project, on a quarterly basis, which was seconded by Kelly Lane and unanimously approved.
 - c. The Board reminded the community that it is not liable for any water leaks.
- IV. 57 Candlewood Shores Road Permit
 - a. **A Motion** was made by Elizabeth Longworth, to rescind the previous CSTD Board decision, for Ms. Nasi, on June 16, 2021, for 57 Candlewood Shores Road, which was seconded by Alan Owen and approved, with one abstention from Kelly Lane.

SECOND PUBLIC COMMENT

- I. Kelly Lane, CSTD Harbor Master, reminded residents to remove small boats and kayaks off of the boat ramp racks on or before November 15th.
- II. Alan Owen, of CSTD Vice President, of 28 Longview Drive, commented that the "Cove Land" was originally purchased to prevent the installation of a marina on that land.
- III. Lisa Arconti, of 7 Bayview Drive, inquired on CSTD land purchases to preserve "open space" in the community.

EXECUTIVE SESSION

- I. **A Motion** was made by Elizabeth Longworth, to enter executive session, at 9:44 pm, which was seconded by Alan Owen and unanimously approved.
- II. **A Motion** was made by Alan Owen, to exit executive session, at 10:38 pm, which was seconded by Jon Lepler and unanimously approved.

ADJOURNMENT

- I. **A Motion** was made by Alan Owen, to adjourn the meeting of the CSTD Board of Directors, at 10:38 pm, which was seconded by Elizabeth Longworth and unanimously approved.

Minutes Taken By:

Steven DeMichele - Secretary