

**CANDLEWOOD SHORES TAX DISTRICT**  
**Board of Directors Meeting**  
**Wednesday, November 20, 2021,**  
**7:30pmVia 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 November 17, 2021.

**ROLL CALL**

- I. Directors Present
  - a. Alan Owen – Vice President
  - b. Elizabeth Longworth – President
  - c. Jon Lepler – Director
  - d. Kenneth Appley – Treasurer
  - e. Linda Wagner – Director
  - f. Lisa Maguire – Director
  - g. Tammy Jeannine Foley-Director
- II. Staff
  - a. Travis Hyatt – Scalzo Property Manager
  - b. Lisa Arconti – Scalzo Office Manager
  - c. Shawn Stillman – Scalzo Compliance Officer
- III. Guests
  - a. Adam Singer-CT Fence
- IV. Directors Absent
  - a. Steven DeMichele-Secretary
  - b. Kelly Lane-Director

**HEARINGS**

- I. None.

**APPROVAL OF MINUTES**

- I. **Jon Lepler** noted that the water meter reading fee should say each billing cycle, not quarterly.  
Jon made a motion to accept the minutes with that change, which was seconded by Alan Owen and unanimously approved.

## GUEST SPEAKER

- I. None.

## FIRST PUBLIC COMMENT

- I. Nick Peters, 1 Twilight Lane, commented on the letter sent to him on October 25<sup>th</sup> noting that his dog was off leash on CSTD property. He is considering this letter invalid.

## TREASURER'S REPORT

- I. Kenneth Appley presented the Treasurer's Report
- II. Candlewood Shores Tax District Balance - \$1,244,865.26
- III. Candlewood Shores Water District (CSWD) Balance – \$226,531.76
- IV. Elizabeth Longworth inquired about the "General Maintenance" fee of \$2,025.00, Travis will investigate.
- V. Encouraged CSTD residents to setup a payment plan with CSTD for water and tax bills.
- VI. **A Motion** was made by Elizabeth Longworth, to move monies from the "Land Acquisition" line item to the "Cove Replant" line item, not to exceed \$10,000. 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 generator installation, at 94 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 new home construction, at 49 Mountainview Drive, upon the requester completing all permit requirements, which was seconded by Tammy, with Jon, Ken and Elizabeth abstaining.  
The motion does not pass.
  - d. **There was a discussion** regarding driveway installation at 89 Clearview, there was no permit submitted at this time, no approval is needed.

## **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. The Shores Fallback Festival, on Sunday, November 7<sup>th</sup>, was a success.
  
- 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 November 29, 2021.
  
- V. Landscaping Report
  - a. Adam Singer, of CT Fence, presented the Landscape Report.
  - b. Leaf pick-up is running from November 8<sup>th</sup> – November 26<sup>th</sup>. This is a leaf only pickup, not for gardens being cleaned out.
  
- VI. Cove Committee Update
  - a. Tammy Foley and Liza Haynie presented the Cove Committee Report.

## **ADMINISTRATION**

- I. None.

## **OLD BUSINESS**

- a. Painting int the office will be started in the next few weeks; flooring will start November 22<sup>nd</sup>.
- b. Letters went out for manual water meter readings.

- I. Planting Plan
  - a. Elizabeth Longworth provided background on the project, we have received two estimates, waiting on a third.
  - b. This project is a requirement of First Light Power Resources.

## **SECOND PUBLIC COMMENT**

- I. Rick (Philip) Kastleca, 152 NLS, would like to know if there will be an extension on the leaf pickup.
- II. Ann Houle, 4 Lilac Lane, commented that she believes the driveway permit bond is unnecessary because the installer has insurance.
- III. Lisa Arconti, of 7 Bayview Drive, commented that she believes there is a CT State law regarding dogs being on leash.

## **EXECUTIVE SESSION**

- I. **A Motion** was made by Jon Lepler, to enter executive session, at 9:21pm, which was seconded by Alan Owen and unanimously approved.

Minutes taken by:

Lisa Arconti

