

CANDLEWOOD SHORES TAX DISTRICT
Board of Directors Meeting
Wednesday, December 15, 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 December 15, 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. Steven DeMichele – Secretary
- II. Twelve 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. Lisa Maguire – Director
 - b. Tammy Jeannine Foley – Director

HEARINGS

- I. None.

APPROVAL OF MINUTES

- I. **A Motion** was made by Alan Owen, to approve the November 17, 2021 regular meeting minutes, which was seconded by Elizabeth Longworth and approved, with one abstention from Steven DeMichele.

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 - \$1,193,929.00
- III. Candlewood Shores Water District (CSWD) Balance – \$242,683.07
- IV. Encouraged CSTD residents to setup a payment plan with CSTD for water and tax bills.

MANAGEMENT REPORT

- I. Scalzo Property Management Report – Travis Hyatt
 - a. Mr. Hyatt provided a report of activities since the last Board of Directors meeting.
 - b. Reviewed expenses in the "General Maintenance" line item, which included fire inspections, replacement of broken fencing and brush and stump dumping fees.
 - c. \$10,000.00 was moved to the "Cove Cleanup" line item.
- II. Compliance Officer Report – Shawn Stillman
 - a. Mr. Stillman provided a report of activities since the last Board of Directors meeting.
 - b. Three permit applications were reviewed.
 - i. **A Motion** was made by Alan Owen, to approve the requested permit for 23 North Lakeshore Drive, which was seconded by Elizabeth Longworth and approved, with one abstention from Steven DeMichele.
 - ii. **A Motion** was made by Jon Lepler, to approve the requested permit for 18 Mountainview Drive, which was seconded by Kenneth Appley and approved, with one abstention from Steven DeMichele
 - iii. 49 Mountainview Drive – the Board of Directors requested further information.

COMMITTEE REPORTS

- I. Beautification Committee
 - a. Elizabeth Longworth presented the Beautification Committee Report
- II. Recreation Committee
 - a. Jon Lepler presented the Recreation Committee Report.
 - b. Upcoming recreation events have been cancelled, due to an increase in COVID-19 cases in the area.

III. Safety Committee

- a. Alan Owen presented the Safety Committee Report.
- b. Speed signs on Candlewood Shores Road are installed and will be further deployed on other roads in the community.
 - i. Mr. Owen requested an android tablet to connect to, configure the speed signs and collect data from them.
 - ii. Elizabeth Longworth asked Travis Hyatt to confirm the rules surrounding the use of these signs with the CSTD attorney.
 - iii. **A Motion** was made by Alan Owen, to authorize the purchase of an android tablet, in an amount not to exceed \$400.00, which was seconded by Jon Lepler and unanimously approved.

IV. Ordinance Committee

- a. Elizabeth Longworth presented the Ordinance Committee Report.
- b. Next meeting will be in January 2022.

V. Landscaping Report

- a. Adam Singer, of CT Fence, presented the Landscape Report.
- b. Leaf and brush pickup has ended.

VI. Dog Park Committee

- a. None.

ADMINISTRATION

- I. None.

NEW BUSINESS

- I. **A Motion** was made by Elizabeth Longworth, to rescind the August 9, 2021 orders for the property associated with MS. Nasi, 57 Candlewood Shores Road, which was seconded Jon Lepler and unanimously approved.
- II. 90 Lake Shores Drive Water Hookup Discussion
 - a. The request was tabled until more information is available.

OLD BUSINESS

- I. Planting Plan for Boat Ramp Discussion
 - a. Travis Hyatt and Elizabeth Longworth provided an update on this project, which is a requirement of First Light Power Resources.
 - b. Mr. Hyatt reviewed the bids associated with the project
 - i. Bruzzi Lawn and Landscape LLC - \$49,021.31
 - ii. Sunburst Landscaping LLC - \$40,814.00

- c. **A Motion** was made by Alan Owen, to move \$10,000 from the “Land Acquisition” line item, to the planting plan project, which was seconded by Jon Lepler and unanimously approved.
- d. **A Motion** was made by Jon Lepler, to award the project contract to Bruzzi Lawn and Landscape LLC, in an amount not to exceed \$47,000.00, which was seconded by Alan Owen and approved with Alan Owen, Jon Lepler, Kelly Lane and Kenneth Appley approving, Steven DeMichele and Elizabeth Longworth abstaining and Linda Wagner opposing the motion.

II. Cove Cleanup Discussion

- a. Travis Hyatt provided an update on this project – First Light Power Resources is asking for additional information.

SECOND PUBLIC COMMENT

- I. Michael Bonamarte, of 24 Longview Drive, inquired about the placement of the garden beds, associated with the planting plan for the beach / boat ramp area.
- II. Kelly Lane, CSTD Director, of 23 Skyline Drive, asked about the status of speed sign deployments in the community.

EXECUTIVE SESSION

- I. **A Motion** was made by Jon Lepler, to enter executive session, at 8:49 pm, which was seconded by Elizabeth Longworth and unanimously approved.
- II. **A Motion** was made by Alan Owen, to exit executive session, at 9:28 pm, which was seconded by Linda Wagner and unanimously approved.

ADJOURNMENT

- I. **A Motion** was made by Alan Owen, to adjourn the meeting of the CSTD Board of Directors, at 9:28 pm, which was seconded by Linda Wagner and unanimously approved.

Minutes Taken By:

Steven DeMichele - Secretary