

CANDLEWOOD SHORES TAX DISTRICT
Board of Directors Meeting
Wednesday, February 16, 2022, 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 February 16, 2022.

ROLL CALL

- I. Directors Present
 - a. Alan Owen – Vice President
 - b. Elizabeth Longworth – President
 - c. Kelly Lane - Director
 - d. Kenneth Appley – Treasurer
 - e. Jon Lepler - Director
 - f. Linda Wagner – Director
 - g. Lisa Maguire - Directory
 - h. Steven DeMichele – Secretary
 - i. Tammy Jeannine Foley - Director
- II. Twelve additional members of the Candlewood Shores Community were in attendance.
- III. Staff / Contractors
 - a. Travis Hyatt – Scalzo Property Manager
 - b. Lisa Arconti – Scalzo Office Manager
 - c. Adam Singer - CT Fence
- IV. Guests
 - a. Kristie Wagner, of CDM Smith, Sewer Project Manager for the Town of Brookfield
 - b. Loretta Donovan, of Brookfield WPCA
 - c. Nelson Malwitz, of Brookfield WPCA
 - d. Joy Rupert, of Fiorita, Kornhaas & Company P.C. KC
 - e. Paula Lathrop, of Fiorita, Kornhaas & Company P.C. KC
- V. Directors Absent
 - a. None.

HEARINGS

- I. None.

APPROVAL OF MINUTES

- I. **A Motion** was made by Steven DeMichele, to approve the January 19, 2022 regular meeting minutes, which was seconded by Elizabeth Longworth and unanimously approved.

GUEST SPEAKER

- I. Kristie Wagner, of CMD Smith and Nelson Malwitz, of the Town of Brookfield WPCA, provided a presentation, seeking authorization to conduct sixty to seventy exploratory borings, over a period of ten to fifteen days, in the next few months, in CSTD roadways, as part of a sewer feasibility / design study covering the entire peninsula. Ground penetrating radar will be used by the contractor to confirm the location of Candlewood Shores water mains, the results of which will be shared with CSTD for its own records. Contractors will be fully insured and will provide CSTD with a hold harmless agreement.
- II. Joy Rupert and Paula Lathrop, of Fiorita, Kornhaas & Company P.C. presented the results of their audit of Candlewood Shores Tax / Water District finances. They provided an unmodified opinion on the financial statements.

FIRST PUBLIC COMMENT

- I. Rebecca Newman, of 28 Twilight Lane – asked about the plans for a life guard at the CSTD beach this summer. Ms. Newman feels that life guards at the CSTD beach are a necessity.

TREASURER’S REPORT

- I. Kenneth Appley presented the Treasurer’s Report
- II. Candlewood Shores Tax District Balance - \$1,341,093.80
- III. Candlewood Shores Water District (CSWD) Balance – \$246,638.98
- IV. Working on the draft budget, Mr. Appley asked for Candlewood Shores Committees to email funding requests to Travis Hyatt right away.

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. There was a review of the community survey results. The Board will look into some of the initiatives that the respondents of the survey appeared to support.
- II. Permit Requests
 - a. 75 and 81 Clearview Drive – **A Motion** was made by Elizabeth Longworth, to approve the permit applications, for 81 and 75 Clearview Drive, for new home construction,

which was seconded by Linda Wagner and approved with one abstention from Lisa Maguire.

- b. 72 South Lake Shore Drive – **A Motion** was made by Elizabeth Longworth, to approve the permit applications, for the removal of trees located, at 72 South Lake Shore Drive, which was seconded by Tammy Jeannine Foley and approved with one abstention from Lisa Maguire.
- c. 72 South Lake Shore Drive – **A Motion** was made was made by Elizabeth Longworth, to approve the permit applications, for the disconnect of water, abandonment of septic, demolition of the house and green house and deep hole tests, located at 72 South Lake Shore Drive, which was seconded by Tammy Jeannine Foley and approved with one abstention from Lisa Maguire.

COMMITTEE REPORTS

- I. Beautification Committee
 - a. None.
- II. Recreation Committee
 - a. Elizabeth Longworth presented the Recreation Committee Report.
- III. Safety Committee
 - a. None.
- IV. Ordinance Committee
 - a. Linda Wagner presented the Ordinance Committee Report.
 - b. Next meeting will be in February 28, 2022, via Zoom.
- V. Landscaping Report
 - a. Adam Singer, presented the Landscape Report.
 - b. Elizabeth Longworth Thanked Adam Singer, of CT Fence and his team for their efforts plowing during snow storms.
- VI. Cove Space
 - a. Travis Hyatt reported that the Committee is still awaiting authorization from First Light Power Resources to utilize this area.

ADMINISTRATION

- I. None.

NEW BUSINESS

- I. Water Testing Company
 - a. Travis Hyatt provided a proposal for Aqua Environmental Lab, to perform required water testing of CSWD's water supply. CSWD has had customer service related issues with the current water testing company, Hydro Technologies. Mr. Hyatt reported that pricing provided by Aqua Environmental Lab is comparable to what CSWD is currently paying.
 - b. **A Motion** was made by Elizabeth Longworth to authorize changing companies to Aqua Environmental Lab, from Hydro Technologies, which was seconded by Steven DeMichele and unanimously approved.

- II. Food Truck
 - a. Request withdrawn by requestor.

- III. Lions Club Request
 - a. A Motion was made by Elizabeth to approve the Brookfield Lions Club Strides to Cure Diabetes road race, on June 5, 2022, which was seconded by Jon Lepler and unanimously approved.

- IV. March Meeting Date Discussion
 - a. Travis Hyatt will be on vacation in March and proposed rescheduling the March meeting to March 23, 2022.

OLD BUSINESS

- I. Planting Plan for Boat Ramp Discussion
 - a. Travis Hyatt reported that CSTD is still awaiting a response from First Light Power Resources on the permit application.
 - b. This project is on hold until First Light Signs off. CSTD is committed to its award of this project to Bruzzi Lawn and Landscape LLC, which was made the December 15, 2021 regular meeting of the CSTD Board of Directors.

- II. Cove Cleanup Discussion
 - a. Elizabeth Longworth reported that CSTD is still awaiting a response from First Light Power Resources on the permit application.

- III. Water Main Discussion
 - a. Travis Hyatt reported that a meeting with the Town of Brookfield will be held soon and this topic will be discussed.

- IV. Water Connection Request
 - a. 90 and 90A South Lake Shore Drive

- b. Travis Hyatt provided an update on his work with CSTD attorneys on this request.
- V. Tap Dancing Lesson Request for Clubhouse
- a. **A Motion** was made by Lisa Maguire to authorize the tap-dancing lessons in the CSTD club house, for vaccinated persons, which was seconded by Linda Wagner and unanimously approved.

SECOND PUBLIC COMMENT

- I. Loretta Donovan, of 42 Candlewood Shores Road – expressed some thoughts on the water connection requests for 90 and 90A South Lake Shore Drive and tree removal permit requests for 72 South Lake Shore Drive.

EXECUTIVE SESSION

- I. **A Motion** was made by Elizabeth Longworth, to enter executive session, at 9:16 pm, which was seconded by Steven DeMichele and unanimously approved.
- II. **A Motion** was made by Elizabeth Longworth, to exit executive session, at 9:34 pm, which was seconded by Jon Lepler and unanimously approved.

ADJOURNMENT

- I. **A Motion** was made by Linda Wagner, to adjourn the meeting of the CSTD Board of Directors, at 9:34 pm, which was seconded by Steven DeMichele and unanimously approved.

Minutes Taken By:

Steven DeMichele - Secretary