

CANDLEWOOD SHORES TAX DISTRICT
Board of Directors Meeting
Wednesday, May 20, 2020, 7:30 PM
Web Meeting, via Zoom.com

1. CALL TO ORDER

- A. Elizabeth Longworth called the regular meeting of the Candlewood Shores Tax District (CSTD) Board of Directors to order at 7:31 pm, on May 20, 2020.
- B. Twenty-three members of the Candlewood Shores Community were in attendance.

2. ROLL CALL

- A. The following directors were present:

- I. Alan Owen – Vice President
- II. Kenneth Appley - Treasurer
- III. Kelly Lane – Director
- IV. Linda Wagner – Director
- V. Elizabeth Longworth – President
- VI. Steven DeMichele – Secretary
- VII. Lisa Maguire – Director
- VIII. Jon Lepler – Director

- B. The following staff were present:

- I. Travis Hyatt – Scalzo Community Manager

- C. The following directors were absent:

- IX. Brigid Knauer – Director

- D. The following guests were present:

- I. Adam Singer – CSTD Grounds Maintenance Contractor (CT Fence)

3. HEARINGS

- A. None.

4. **APPROVAL OF MINUTES**

- A. Elizabeth Longworth noted that in the April 15, 2020 minutes, under New Business, there is a statement that CSTD normally rents three porta potty and that this is incorrect. She noted that CSTD normally rents two porta potty and that CSTD is looking for a single unit going forward.
- B. **A Motion** was made by Alan Owen, to approve the April 15, 2020 meeting minutes, as amended, which was seconded by Elizabeth Longworth and unanimously approved.

5. **GUEST SPEAKER**

- A. None.

6. **FIRST PUBLIC COMMENT**

- A. The following questions were asked and statements made, during this public comment period.
- B. Ronnie Sheppard, of 147 North Lake Shore Drive – commented on the revised draft mooring ordinances and relocation. Mr. Sheppard was chiefly concerned with “overreach”. Kelly Lane and Alan Owen responded to Mr. Sheppard’s comments and spoke to the intent of the revised ordinance. This was followed by a brief discussion.
- C. Steven Dwyer, of 22 North Lake Shore Drive – asked if there was any update on the water main replacement, on North Lake Shore Drive. Alan Owen responded that there would be no progress on this project, until a special meeting can be held by CSTD, to engage an engineer to complete a survey and design.
- D. Ryan Crum, of 25 Longview Drive – is okay with the inspection of moorings by a professional but felt that mooring owners should be allowed to install their own moorings. Kelly Lane will take these comments under advisement.
- E. Linda Queiroz, of 26 Clearview Drive – asked if there were plans to restore sand lost at the CSTD beach. Elizabeth Longworth responded that new sand was brought in on May 20th. Ms. Queiroz also commented on the community survey and that it should be continued by the board on an annual basis.
- F. Karl Nelson, of 23 Mountainview Drive– commented that changing the mooring chain was a simple task, which anyone could complete themselves. Mr. Nelson, uses a

saltwater buoy, which is far more durable than a freshwater lake buoy and he would like to continue maintaining his mooring on his own.

- G. Maureen, [last name unknown] [address unknown] a resident of Candlewood Shores – attempted to comment but her connection was inaudible, Travis Hyatt will follow up with Maureen Thursday, May 21st.
- H. Bert Coleman, of 37 Twilight Lane – asked if someone does a zebra mussel inspection of the boats entering and exiting Candlewood Lake. Kelly Lane and Jon Lepler responded that this was not being done at the CSTD boat ramp and that it is an individual boat owner responsibility. Mr. Coleman also asked if there would be a cleanup effort at the intersection of North Lake Shore Drive and Twilight Lane. Adam Singer responded that the property in question is private and that a notice has been previously sent to the land owner regarding the maintenance of their property.

7. **TREASURER’S REPORT**

- A. Travis Hyatt presented the Treasurer’s Report in Kenneth absences.
- B. Candlewood Shores Tax District Balance - \$963,860.75
- C. Candlewood Shores Water District (CSWD) Balance – \$365,316.68

8. **MANAGEMENT REPORT**

- A. Travis Hyatt presented the Management Report.
- B. Action List
 - I. Scalzo is still working on the water main replacement project for North Lakeshore Drive.
 - II. On April 17th, sent an email to the community, informing them that brush pickup has been extended until April 24th.
 - III. On April 24th, confirmed that the “hotel”, located at 370 Candlewood Lake Road, is being billed by the Candlewood Shores Water District for its water usage.
 - IV. On April 24th, modified the 2020-2021 budget, to reflect \$200,600 for the landscaping contract.
 - V. The Brookfield Police Department will be rotating speed signs, throughout the Town of Brookfield, including in Candlewood Shores Tax District this summer.
 - VI. On April 22nd, a legal notice was posted for changes to the moorings ordinance.
 - VII. On April 30th, conducted inspection of District roadways in need of pavement repair.

VIII. On May 26th, ten new speedbump locations will be milled and installed on May 28th. The locations of these new speedbumps have been mapped and reviewed by the CSTD Safety Committee.

C. Work Order Report

I. Review of open work orders.

9. **GUEST SPEAKER**

A. None.

10. **COMMITTEE REPORTS**

A. Safety Committee Report – Michael Bonamarte

I. Michael Bonamarte presented the Safety Committee report.

II. All ten speedbumps have been marked out by the Safety Committee.

B. Beautification Committee Report – Elizabeth Longworth

I. Elizabeth Longworth presented the Beautification Committee report.

II. Flowers have been installed.

III. Work on flowers at the CSTD front entrance will commence soon.

C. Recreation Committee Report – Jon Lepler

I. Jon Lepler presented the Recreation Committee report.

II. Focus for this committee will be placed on the CSTD anniversary in 2021.

III. Committee will be meeting soon to discuss events moving forward.

D. Ordinance – Linda Wagner

I. Linda Wagner presented the Ordinance Committee report.

II. Confirmed that recent ordinance revisions were completed correctly.

E. Landscaping Report – Adam Singer (CT Fence)

I. Adam Singer presented the landscape report.

II. Reviewed activities since the last meeting of the CSTD board.

III. Leaking water spigot at the beach, will submit a proposal correct same.

F. Nominating Committee

- I. Lisa McGuire present the Nominating Committee report.
- II. Steven Dwyer has been unresponsive.
- III. Travis provided Lisa McGuire with a copy of Governor Ned Lemonts executive order, allowing votes for the cSTD board seats to be taken remotely, special meeting between 6/27 and 6/30.
- IV. Lisa is craefiting the nominating sheets, will post online and allow for community review prior to vote.

11. **ADMINISTRATION**

- A. None.

12. **NEW BUSINESS**

A. Tree and Landscaping Contracts

- I. Trees to be taken down at the CSTD front entrance have been marked with ribbons
- II. Elizabeth Longworth asked that focus be placed on the removal of a smaller sapling and to perhaps delay the removal of the larger sapling(s).
- III. CSTD board will follow up with Adam Singer on this.

B. Planting Plan for Boat Ramp Discussion

- I. No update at this time; First Light has not responded to CSTD overtures.

C. Porta Potty and Foot Wash Discussion

- II. Travis Hyatt stated that can have the units dropped off at any time.
- III. Porta potties will not be placed at the beach, if the porta potty company is unable to maintain them with hand sanitizer, etc. Travis Hyatt will follow up with the rental company to this regard.

D. Guard Shack and Gates Discussion

- I. Tabled for the time being.

E. Beach Lighting and Cove Clean Up Discussion

- I. Jon Lepler reviewed beach lighting project idea.
- II. Tabled for the time being.

F. Hotel Discussion (370 Candlewood Lake Road)

- I. This was resolved at the April 15, 2020 meeting.
- II. No Update.

G. 2020-2021 Budget Discussion and Vote

- I. Kenneth Appley and Travis Hyatt provided the draft budget at the April 15th meeting of the CSTD Board. Mr. Hyatt also posted the budget on the CSTD website.
 - a. CSTD mill rate was kept flat in the 2020-2021 budget
 - b. CSWD budget was also kept flat for 2020-2021.
- II. Travis Hyatt stated that the CSTD Board can adopt new budget via zoom meeting
- III. There was an opportunity for public comment, however no one spoke.
- IV. **A Motion** was made by Elizabeth Longworth, to approve the both the CSTD and CSWD budgets, as presented by Travis Hyatt and Kenneth Appley, with on increases in 2020-2021, which was seconded by Alan Owen and unanimously approved.

H. Beach Opening and Security Discussion

- I. Elizabeth Longworth stated that CSTD will be following the Town of Brookfield's recommendation to close CSTD beach along with Town of Brookfield beach. Use of the ball fields and grass on the south side of the fence will still be permitted. Further, the lifeguard company will not be supplying guards while the beach is closed.

I. Proposed Charter Update – Board Member Attendance Discussion

- I. There was a discussion regarding a revision to the CSTD Charter, regarding minimum attendance requirements, for CSTD board members.
- II. It was generally agreed to revise the CSTD Charter, to require that CSTD board members shall not miss more than three consecutive regularly scheduled CSTD board meetings and further, shall be present for at least six regularly scheduled CSTD board meetings per calendar year.
- III. Travis Hyatt will communicate this revision to the CSTD attorney, who will formally draft a CSTD Charter amendment. The CSTD board will then review and vote on same.

13. **OLD BUSINESS**

- A. None.

14. SECOND PUBLIC COMMENT

- A. The following questions were asked and statements made, during this public comment period.
- B. Michael “Dutch” Tessier, of 17 Mountainview Drive – asked where he could obtain a key for the CSTD boat ramp. Mr. Tessier also asked for some background on the “hotel”, located at 370 Candlewood Lake Road. Mr. Tessier stated that he did not agree with the closure of the CSTD beach and suggested moving the beach fence further south, to expand the capacity of the beach.
- C. Michael Bonamarte, of 24 Longview Drive – commented that incorporating zoom meetings into future monthly meetings of the CSTD board would help boost attendance.
- D. Linda Queiroz, of 26 Clearview Drive – asked where CSTD legal notices are posted. Travis Hyatt responded that they are posed in the Danbury News Times. Ms. Queiroz also asked why CSTD is forced to follow what the Town of Brookfield does in regards to the beach. Elizabeth Longworth and Travis Hyatt explained that maintaining social distancing at the beach is extremely difficult and that from a liability standpoint, it is best to follow the Town of Brookfield’s lead.
- E. Ronnie Sheppard, of 147 North Lake Shore Drive – suggested moving the beach fence further south, to expand the capacity of the beach.
- F. Denise Preusse, of 149 North Lake Shore Drive – stated that if there are no lifeguards, people should not be at the beach.
- G. Heather Perracchio, of 8 Dogwood Lane – suggested an alternating system to limit the number of beach patrons.
- H. Jessica Loughman, of 19 Skyline Drive – suggested an alternating system to limit the number of patrons at the beach.
- I. Christopher Stunkel, of 2 Clearview Drive – asked for clarification as to when the Town of Brookfield may open their beach.
- J. Elizabeth Longworth, CSTD President, of 1 South Lake Shore Drive - commented on pedestrian and vehicular awareness on CSTD roads, with so many pedestrians, including children out walking.

- K. Alan Owen, CSTD Vice President, of 28 Longview Drive - offered further zoom training sessions for those who are interested in bettering their understanding of how the program works.

15. **EXECUTIVE SESSION**

- A. **A Motion** was made by Elizabeth Longworth, to enter executive session, for the purpose of discussing contracts, at 9:05 pm, which was seconded by Alan Owen and unanimously approved.
- B. **A Motion** was made by Alan Owen, to exit executive session, at 10:00 pm, which was seconded by Jon Lepler and unanimously approved.

16. **ADJOURMENT**

- A. **A Motion** was made by Elizabeth Longworth, to adjourn the meeting of the CSTD Board of Directors, at 10:00 pm, which was seconded by Kelly Lane and unanimously approved.

Minutes Taken By:

Steven DeMichele - Secretary

Minutes Submitted By:

Steven DeMichele - Secretary