

CANDLEWOOD SHORES TAX DISTRICT
Board of Directors Meeting
Wednesday, July 15, 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 7:30 pm, on July 15, 2020.
- B. Fifteen members of the Candlewood Shores Community were in attendance.

2. **ROLL CALL**

- A. The following directors were present:

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

- B. The following Scalzo staff were present:

- I. Travis Hyatt – Scalzo Community Manager
- II. Shawn Stillman – CSTD Compliance Officer
- III. Lisa Daly – CSTD Office Manager

- C. The following directors were absent:

- I. Brigid Knauer – Director

- D. The following guests were present:

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

3. **HEARINGS**

A. None.

4. **APPROVAL OF MINUTES**

A. **A Motion** was made by Elizabeth Longworth, to approve the June 17, 2020 meeting minutes, which was seconded by Jon Lepler and unanimously approved.

5. **GUEST SPEAKER**

A. None.

6. **FIRST PUBLIC COMMENT**

A. None.

7. **TREASURER'S REPORT**

- A. Kenneth Appley presented the Treasurer's Report.
- B. Candlewood Shores Tax District Balance - \$993,475.12
- C. Candlewood Shores Water District (CSWD) Balance – \$295,598.19
- D. Reported that a new cleaning company was hired, saving CSWD \$70.00 per month.
- E. Reminded attendees that the CSWD water and CSTD tax bills have been distributed.
- F. Reported that all Certificates of Deposit (CDs) currently held by CSTD have reached term. Mr. Appley has investigated CD rates and they are very poor, at the suggestion of the bank officer, he suggested a product with a 2.5% yield for a three-year term. There was a discussion and a decision was made not to pursue the investment.

8. **MANAGEMENT REPORT**

- A. Travis Hyatt presented the Management Report.
- B. Action List
 - I. Mr. Hyatt spoke with the Brookfield Chief of Police regarding an increased presence in the community.
 - II. Scalzo has prepared materials to introduce the newly hired CSTD Compliance Officer to the community. Mr. Hyatt introduced Shawn Stillman to the meeting attendees.
 - III. Scalzo reported on the status of the cable company accepting CSTD as a client, which has the potential of bringing extra income to the CSTD community.
- C. Work Order Report
 - I. Long-term items, no changes.

9. **GUEST SPEAKER**

- A. None.

10. **COMMITTEE REPORTS**

- A. Safety Committee Report – Michael Bonamarte
 - I. Alan Owen and Kenneth Appley presented the safety committee report in Michael Bonamarte absence.
 - II. Mr. Owen spoke with Adam, of CT Fence, regarding the installation of a mirror at the end of North Lake Shore Drive
 - III. The committee is investigating the installation of cameras at the community entrances, ball field and at the beach. The committee will try to obtain some price quotes.
 - IV. Adam Singer addressed a safety issue on the field, regarding a dead or dying tree.

B. Beautification Committee Report – Elizabeth Longworth

- I. Elizabeth Longworth presented the Beautification Committee report.
- II. Autumn plantings will begin in September.

C. Recreation Committee Report – Jon Lepler

- I. Jon Lepler presented the Recreation Committee report.
- II. On the afternoon of August 23rd, the band, Still River Ramblers, will be at the beach
- III. Recreation ideas
 - a. Summer chalk contest
 - b. Garden veggie contest

D. Ordinance – Linda Wagner

- I. Linda Wagner presented the Ordinance Committee report.
- II. Ordinance review continues.
- III. Lisa Daly's fiancé is an attorney and is available to assist CSTD with updates to the CSTD Charter and/or ordinances.

E. Landscaping Report – Adam Singer (CT Fence)

- I. Adam Singer presented the landscape report.
- II. Road sweeping and landscape maintenance continue.
- III. CT Fence is starting to clean the community catch basins.
- IV. There was a discussion regarding the addition of "No Wake" buoys around the moorings.
- V. Mr. Singer is working on the replacement of the CSTD flagpole, which was damaged in a traffic accident. The plaque for Doug Fisher was retained and will be reinstalled.
- VI. There was a discussion regarding beach sand erosion.

11. **ADMINISTRATION**

- A. None.

12. NEW BUSINESS

- A. Beach Discussion
 - I. There was a discussion regarding the beach opening.
 - II. Elizabeth Longworth thanked the CSTD community for their cooperation and abidance by the rules, regarding the beach opening.

13. OLD BUSINESS

- A. Planting Plan for Boat Ramp Discussion
 - I. Kelly Lane provided an update; he has reached out to the First Light team and has not heard a response as of this meeting.
- B. Cove Clean Up Discussion
 - I. Adam Singer, of CT Fence, reported that tree removal and pruning should happen within the next week or two.
- C. Proposed Charter Update – Board Member Attendance Discussion
 - I. The Board agreed to add the ability to censure another CSTD board member with poor attendance to the CSTD Charter.
- D. Water Main (Special Meeting) – August 19th at 7:00 PM
 - I. The special meeting is scheduled, there are no additional updates.
- E. Water Meter Retrofit Proposal
 - I. A special meeting will be scheduled for September 16th 2020, at 7:00 PM, to determine who will install the retrofit and who will cover the costs associated with the project.

14. SECOND PUBLIC COMMENT

- A. The following questions were asked and statements made, during this public comment period.
- B. Linda Querioz, of 26 Clearview Drive – thanked the CSTD board of directors for opening the beach. Ms. Querioz was especially pleased with the guard service at the beach.
- C. Steve Dwyer, of 22 North Lake Shore Drive - asked if the water main special meeting was open to homeowners, the answer was yes. The purpose of this meeting is to select an engineering consultant for this project.

15. **EXECUTIVE SESSION**

- A. **A Motion** was made by Elizabeth Longworth, to enter executive session, at 8:35 pm, which was seconded by Jon Lepler and unanimously approved.
- B. **A Motion** was made by Jon Lepler, to exit executive session, at 9:05 pm, which was seconded by Alan Owen and unanimously approved.

16. **ADJOURMENT**

- A. **A Motion** was made by Alan Owen, to adjourn the meeting of the CSTD Board of Directors, at 9:05 pm, which was seconded by Steven DeMichele and unanimously approved.

Minutes Taken By:

Steven DeMichele - Secretary

Minutes Submitted By:

Steven DeMichele - Secretary