

CANDLEWOOD SHORES TAX DISTRICT
Board of Directors Meeting
Wednesday, July 21, 7:30 PM
At the Clubhouse

1. CALL TO ORDER

- I. Elizabeth Longworth called the regular meeting of the Candlewood Shores Tax District Board of Directors to order at 7:33 pm, on July 21, 2021.

2. ROLL CALL

- I. The following Board Members were present:

1. Elizabeth Longworth – President
2. Kenneth Appley - Treasurer
3. Jon Lepler – Director
4. Kelly Lane – Director
5. Linda Wagner – Director
6. Tammy Jeannine Foley-Director

- II. The following Staff were present:

1. Travis Hyatt – Scalzo Community Manager
2. Lisa Arconti– CSTD Office Manager
3. Shawn Stillman – Compliance Officer

- III. The following Directors were absent:

1. Stephen DeMichele – Secretary
2. Alan Owen-Vice President
3. Lisa Maguire-Director

- IV. The following Guest was present:

1. Adam Singer

3. HEARINGS

- I. Howard Seifert, 52 North Lakeshore Drive- Not in attendance.

4. APPROVAL OF JUNE 23, 2021 REGULAR BOARD MEETING MINUTES

- I. The following amendments were made to the minutes from the May 19, 2021 CSTD Board of Directors Meeting:

- 1. Page 3 #4 Stated Elizabeth stated “new plantings, not existing plantings”

Linda made a motion to pass the minutes from June 16, 2021.
Ken 2nd
All in favor
Minutes Approved

5. APPROVAL OF JUNE 23, 2021 ELECTION MINUTES

- I. Kelly made a motion to pass the minutes from June 23, 2021

Elizabeth 2nd

All in favor

Minutes Approved

6. FIRST PUBLIC COMMENT

- I. Casey Clarkson, 48 Mountainview Drive would like to know the status of the speed hump in front of 48 Mountainview Drive and bus signage on Candlewood Shores Road. She would like to state that the Brookfield Board of Ed meetings are held the same night as CSTD and would like to see if CSTD can record or accommodate a change.
- II. Diane Gasparino, 21 Skyline, was at the boat ramp and fell due to the ramp being so slippery. There was a discussion on different ways to fix this issue.
- III. Nick Peters, 1 Twilight Lane; Barbara Shuster, Twilight Lane; Kathy Zimmer, 166 North Lakeshore Drive; Sheryl Wengel, 34 South Lakeshore Drive; Kelly Lane, 24 Skyline; Adam Singer, 25 Mountainview; Terrance and Liza Hailey, 58 Mountainview; John Donovan, 42 Candlewood Shores Road; Elizabeth Longworth, 1 South Lakeshore Drive, all commented on the New Ordinance regarding leashing dogs at the ball field.

7. TREASURER’S REPORT

- I. Ken presented the Treasurer’s Report
- II. Tax District Balance - \$1,166,953.80
- III. Water District Balance – \$217,852.59
- IV. Ken again stated, if you need to make a payment plan, please contact Scalzo and they will work with you.

8. MANAGEMENT REPORT

- I. Travis presented the Management Report.

- II. The grant for the water mains has been removed.
- III. The dead tree at the beach was taken down, still no response from First Light.
- IV. Lisa supplied the information regarding the radio frequency of the new water meter readers to the residents who wanted it. Lisa asked the board to give her the price residents would have to pay if they decided on a different option. The board will discuss in executive.

9. **WORK ORDER REPORT**

- I. Travis presented the Work Order Report.
- II. Will be closing the Badger Meter Reader order soon.

10. **COMPLIANCE OFFICER REPORT**

- I. Shawn Stillman presented the Compliance report.
- II. There were approximately 27 service requests this month.
- III. There have been 12 permit requests this month.
- IV. There was a discussion on what the procedure is for signage on resident's property.
- V. Elizabeth asked Shawn to find out if there is an appeal process at the Town of Brookfield for homes the town of Brookfield is approving and being built that are not in compliance with CSTD ordinances.

11. **COMMITTEE REPORTS**

- I. Beautification Report
 - 1. Elizabeth presented the Beautification Committee Report.
 - 2. Everything looks beautiful.
- II. Recreation Report
 - 1. Jon Lepler presented the Recreation Committee Report.
 - 2. The band and movie nights are all scheduled, and they may add a couple two-piece bands on a Friday night or Sunday afternoon.
 - 3. They are planning to make a kindness rock garden.
 - 4. They have purchased bases and will schedule wiffle ball games at the ball field.
- III. Safety Report
 - 1. The Safety Committee was not present.

2. There was a discussion on putting a temporary speed hump in front of 48 Mountainview.

IV. Ordinance Report

1. Linda Wagner presented the Ordinance Committee Report.
2. Linda presented the updated 1988-1 and 1988-2 ordinances.
3. The board discussed the ordinances and tabled the rental ordinances.
4. Linda made a motion to accept and publish ordinance numbers 1988-1, 1988-2 and mooring ordinances with the changes discussed.
Elizabeth 2nd
All in favor-motion passes.
5. The Ordinance Committee will be on break until 2nd week in September.

12. LANDSCAPE REPORT

- I. Adam Singer presented the Landscape Report.
- II. Adam and the board further discussed a solution to the slippery boat ramp.
- III. Jon asked Adam can put the cement slab near the porta potties and water fountain back on the work schedule.
- IV. Ken asked Adam about filling the cracks in the roads, there was a discussion and Adam will give the board a list from the roads that need fixing and Scalzo will get a quote on chip sealing.
- V. Travis will call Pembroke Pumping to give a quote on cleaning out the drainpipes near 4 Berkshire Drive and 50 North Lakeshore Drive, the pipes are filled with sand and debris and not draining correctly.

13. NEW BUSINESS

- I. Travis presented the New Business Report.
- II. No new business

14. OLD BUSINESS

- I. Travis presented the Old Business Report
- II. The tree at the beach was taken down.

15. SECOND PUBLIC COMMENT

- I. Maria Bernardo owner on North Lakeshore Drive introduced herself.

Linda made a motion to adjourn the meeting and go into Executive at 10:17 pm.

Tammy Jeannine 2nd

Meeting adjourned to executive.

Minutes taken by Lisa Arconti, Office Manager

Minutes submitted by Lisa Arconti, Office Manager

Minutes Taken By:

Lisa Daly-Office Manager

Minutes Submitted By:

Lisa Daly-Office Manager