

CANDLEWOOD SHORES TAX DISTRICT
Board Meeting Minutes
June 19, 2019

I. CALL TO ORDER

Rebecca Schempp called the regular meeting of the Candlewood Shores Tax District to order at 7:30pm on June 19, 2019. Twenty three (23) members of the Candlewood Shores Community were in attendance.

II. ROLL CALL

The following persons were present:

Rebecca Schempp – President

Bob Fletcher – Vice President

Dee Ciancio - Secretary

Directors – Justin Felton, Brigid Knauer, Jon Lepler, Liz Longworth

Travis Hyatt – Scalzo Community Manager

Lisa Daly, Office Manager

III. APPROVAL OF MEETING MINUTES

Rebecca requested a motion to approve the minutes from the May 4,2019 Budget Meeting.

Jon made a motion to approve the minutes.

Justin seconded the motion.

All in favor.

The motion passed unanimously.

Rebecca requested a motion to approve the meeting minutes from May 15, 2019.

Bob suggested Ordinance 1988-4 should be named Parking Ordinance.

Dee noted that under Public Comment, Carol Does address be changed to 80 North Lake Shore Drive.

Justin made a motion to approve the minutes with the above mentioned corrections.

Bob seconded.

All in favor.

The motion passed unanimously.

IV. PUBLIC COMMENT

Carol Dores of 80 North Lake Shore Drive once again thanked the Board for all we do, especially Rebecca & Justin, as it is their last meeting as Board members.

Joan Polzen of 16 Twilight Lane expressed her concern re: the placement of small cell towers to be placed throughout our neighborhoods, as they may pose health issues. She would like to encourage residents to ask local officials to pass an ordinance to stop the installation of these towers. More information can be found on the website of Americans for Responsible Technology (www.telecompowergrab.org). There will be a Town Meeting on July 1 at 7:00pm.

Linda Quiroz of 26 Clearview Drive commented that community communication is still a concern. She specifically noted that there were no minutes from the May 4, 2019 Budget Meeting.

Dee apologized and stated the minutes are available and were approved at the beginning of the meeting.

Linda then noted the amount of time it took for the minutes from the Annual Meeting to be published.

Dee stated that she was not attending the Annual Meeting; therefore assumed that another Board member would have been designated to take minutes. Dee did attend the meeting, but at a much later time.

Alan Owen of 28 Longview Drive then asked if anyone took minutes at the Annual Meeting.

Liz stated she took the meeting minutes and they were submitted by Dee.

Linda then asked, with regard to re-engineering the Shores hill, if the island could be extended up the hill to North Lake Shore Drive? Wouldn't it be less expensive?

Justin stated that we've paid for a speed study, and the Board and Safety Committee has decided to go with the suggestions of the professionals.

Thomas Zenko of 39 Candlewood Shores Road stated he was to have a hearing with the Board re: a fence he would like to install in his front yard, for the safety of his children.

He was told by the Compliance Officer that it must not be on the CSTD right-of-way, which is 25 feet from the center of the road. His fence would be 20 feet from the center of the road.

Pam and Alan Owen stated that when the roads were re-done, the center was shifted for drains.

Justin stated CCA would follow original surveys.

Bob suggested we have our attorney look into this so that we are better able to answer questions regarding this.

Travis will contact attorney.

Carol Does thanked the Board for allowing her to do the survey, and thanked the Community for their responses. Carol would like it noted that she volunteered her time for the survey – there was no charge to CSTD.

Carol stated there was a 31% response rate. 2% were eliminated for signing anonymous. 1% eliminated for having 2 surveys/1 household.

The survey responses will be in a binder in the Office. Carol hopes the Board and the residents will take the time to read them

V. TREASURER’S REPORT

Tax Total Checking: \$620,410.36

Water Total Checking: \$581,366.69

VI. MANAGEMENT REPORT – Travis Hyatt

- The flagpole plaque was purchased.
- The financials were sent to the community through email.
- The insurance agent was asked to have the carrier inspect the playground. The agent said he would put the request in but he doesn’t think he will be successful as it was difficult to have the carrier send a rep the first time.
- Discussion took place on a protective cover for the fence near the kayak area.
- Discussion took place on the planter boxes.
- Discussion took place on the ordinances as they were added to the website and a summary was given to the PennySaver (Board stated that they didn’t see the summary in the PennySaver yet).

VII. COMMITTEE REPORTS

Beautification Committee Report – Liz Longworth & Nancy Knorr

Liz stated they may plant some color at the front entrance.

Recreation Committee Report – Melanie Shapiro

The ribbon cutting for the new playground was enjoyed by all. Some comments were made re: the walkway. Parents have to look through two fences to see their children. It was suggested that one be taken down and stored and used, if needed, for replacements.

The Committee would like to have music at the beach on Sunday afternoons for two

hours (2-4pm). There is a blue grass trio that is available to play on Sunday, July 7. Sign up genius will be used again to recruit volunteers for the annual picnic.

They are using a new company for the picnic, who will set up & tear down. They will also be catering the side dishes and asking that residents bring fruit & desserts.

Melanie stated that she will be resigning as Recreation Committee Chairperson. She has asked for someone on the Committee to consider taking her place. She will remain an active member on the Committee, focusing on the Shores Anniversary Party.

The Silver Shores will be starting next week and meeting in the Clubhouse.

The Committee is continuing to come up with new activities. Please consider joining to provide us with your ideas!

Safety Committee – Justin Felton

10 new speed humps to be installed on South Lake Shore Drive, Longview Drive, Mountainview Drive, and Clearview Drive.

The suggestion by the professionals who provided the speed study was that we install two chokers on Candlewood Shores Road in two 10-ft spans.

Justin made a motion to follow the speed study recommendation for chokers using M & S Paving & Sealing.

Bob seconded.

3 in favor.

4 opposed.

Motion does not pass.

Justin then made a motion to paint double yellow lines to the flagpole with white lines on the sides of the street. The painting should not exceed \$5000.

Jon seconded.

6 in favor.

1 opposed.

Motion passes.

Justin made a motion to use A Silverio for speed humps, provided they meet specifications.

Brigid seconded.

6 in favor.

1 abstain.

Motion passes.

Ordinance Committee – Bob Fletcher

Bob stated the Ordinances take effect 30 days after publication. He is trying to arrange a meeting with the Compliance Officer to discuss enforcement.

Travis stated that the Ordinances should have been in last week's Penny Saver; however, he was told that they were not. He will look into it.

VIII. ADMINISTRATION

No report

IX. NEW BUSINESS

The Board reviewed the landscape maintenance and snow removal proposals.

Dee made a motion to use CT Fence and Landscaping, LLC for Community landscaping and snow removal, replacing R. Ruano Landscaping, LLC.

Justin seconded the motion.

6 in favor.

1 abstained.

The motion passes.

Travis stated that our insurance premium will increase \$2344.00/yr.

Brigid asked if we bid out proposals.

Travis stated our insurance agent did.

Justin made a motion to continue with Philadelphia Insurance Company and their proposal.

Jon seconded.

All in favor.

The motion passes.

X. OLD BUSINESS

Water Meter Replacement Discussion

Travis stated that the Board has decided on the retro-fit water meters. It has a cellular option, which will be Cloud-based. The Homeowner can see their water consumption on-line, as well as leaks and heat detection. There is also a cell phone App.

The current system is on a computer in the office. The hand-held device is obsolete.

The cost of equipment and install for the whole community would be approx.

\$100,000.00. The install would take approximately 2 months from start to finish, depending upon scheduling with the Homeowner.

Justin made a motion to have \$10.00/quarter added to the Homeowner's water bill to cover the cost of the retro-fit water meters.

Liz seconded.

All in favor.

The motion passes.

XI. SECOND PUBLIC COMMENT

Pam Owen of 28 Longview Drive commented that the Residents have spoken through the survey. She would like to suggest that the Board comes back to the Community with a, “action plan” in October. She feels that would give the Board time to review the survey and have a discussion. Pam also stated she appreciates the hard work of the Safety Committee.

Joan Polzen asked if there would be any new speed humps added to Twilight Lane?

Justin stated we are adding 10 new speed humps throughout the Community this year.

The locations have been marked with white paint on the curb.

Justin would like to approach Brookfield Bay Marina, on behalf of the Shores, to commit to a certain number of docks at a discount.

Dee stated she didn't think he could speak on behalf of the Shores.

Carol Does suggested he ask if he committed to a certain number of docks if the Marina would consider a discount.

Liz stated she was invited to the meeting at the Firehouse on Monday. First and foremost, they need volunteers. The lift for the new fire boat will be installed on or about July 1st.

The new fire boat will be delivered by July 12th.

Liz also suggested we put together a Community Directory for services and publish them

in the Shores Classifieds.

She also proposed that we get new larger, free-standing signs at the beach and near the boat trailer parking. She suggests they match the existing signs. She suggested they read, "CANDLEWOOD SHORES RESIDENTS ONLY".

Nancy Gayler of 24 Berkshire Drive suggested whatever we decide to do on the Shores hill for speeding we do on Berkshire Drive as well.

Justin stated there will be speed humps on Berkshire Drive, but in the interim we can put out the gates.

Ann Frese of 79 North Lake Shore Drive stated she works as a property manager, and is willing to help and get involved.

Jon Lepler asked if we sprayed for ticks?

Travis stated, yes.

Jon stated the dock needs to be sanded and painted. The wall at the beach also needs to be painted.

He would like a shower at the beach.

There are two windows in the clubhouse that are broken and need to be fixed.

He suggested we have a Candlewood Shores flag made and hang it on the flag pole with the American flag.

Rebecca requested a motion at 10:12pm to adjourn to Executive Session to discuss personnel matters.

Justin made a motion.

Jon seconded.

All in favor.

The motion passed unanimously.

XII. EXECUTIVE SESSION

Rebecca requested a motion to exit Executive session at 10:42pm.

Justin made a motion.

Brigid seconded.

All in favor.

The motion passes.

26 Skyline Drive – car without plates.

Justin made a motion to fine the Homeowner \$50 and tow the car within receipt of decision letter.

Jon seconded.

All in favor.

The motion passes.

15 North Lake Shore Drive – 4”green drainage discharge pipe protruding from lawn and openly draining into the street.

Justin made a motion to fine the owner \$15/day if not resolved within receipt of decision letter.

Jon seconded.

All in favor.

The motion passes.

26 Longview Drive – bikes in CSTD right-of-way.

Jon made a motion to store the bikes elsewhere off season.

Justin seconded.

All in favor.

The motion passes.

25 Clearview Drive – basketball hoop base in CSTD right-of-way

Justin made a motion to remove from street in Winter months.

Jon seconded.

All in favor.

The motion passes.

Rebecca requested a motion to adjourn at 11:01pm.

Justin made a motion.

Brigid seconded.

All in favor.

Meeting adjourned.

Minutes taken by Dee Ciancio

Minutes submitted by Dee Ciancio