

**CANDLEWOOD SHORES TAX DISTRICT**  
**Board Meeting Minutes**  
**August 15, 2018**

**I. CALL TO ORDER**

The regular meeting of the Candlewood Shores Tax District was called to order at 7:30pm on August 15, 2018. Six (6) Community members of the Candlewood Shores Community were in attendance.

**II. ROLL CALL**

The following persons were present:

Rebecca Schempp- President

Bob-Vice President

Ken-Treasurer

Dee Ciancio - Secretary

Directors: Justin, Jon, and Brigid

Travis Hyatt- Scalzo Property Manager

Katie Book-Scalzo Assistant Property Manager

\*\* INSERT REBECCA'S CODE of CONDUCT letter

**III. APPROVAL OF MINUTES**

Rebecca requested a motion to approve the Storm Clean up and Playground meeting minutes from July 17, 2018.

Justin made motion approve the minutes.

Jon seconded the motion.

The motion passed unanimously.

Rebecca requested a motion to approve the Board meeting minutes from July 18, 2018.

Justin made motion to approve the minutes.

Jon seconded.

The motion passed unanimously.

**IV. PUBLIC COMMENT**

Carol Does of 80 North Lake Shore Drive stated she would like to thank the Board for all they do. She would like to make a commitment to come to as many Board meetings as possible as a show of support to the Board.

Frank Costello of 49 North Lake Shore Drive stated each time we have a band night, the guys have to build the stage. Can we have something more permanent, like concrete?

Jon suggested building a pavilion. He also stated that if we were to use pavers, it wouldn't be permanent.

Travis stated he would speak with First Light.

Linda Queiroz of 26 Clearview Drive commented that she would be concerned with a pavilion obstructing Homeowner's views.

Carol Does stated it wouldn't have to be placed in the center but could be off to the side where it wouldn't obstruct views.

Frank Costello also stated that only one porta potty is on a pad – we should have a pad for all three.

Travis stated he would check with First Light.

Jon Lepler stated that there are holes in the ground at the beach where trees fell. He suggested sectioning off a piece of the beach to put in an irrigation system. He also suggested putting in a sprinkler system.

Travis stated he would obtain a price for the irrigation.

John Fiorenza of 4 Harvard Drive asked if it's ok to use irrigation barrels, as the Town of Brookfield sells them. Rebecca replied yes.

Bob Fletcher commented that he is optimistic regarding the new year with new Board members.

Bob also wanted to comment on some of the things he read in the minutes from the last Board meeting, as he was on vacation. With regard to the Leash Law - he stated the Town of Brookfield and Candlewood Shores has a Leash Law. Our Ordinance states that dogs are permitted on the ballfield, provided they are under the control of their owner. Dogs are allowed off leash at the ball field and boat ramp; however, they must be leashed walking to the boat ramp.

With regard to changing speed limits. Bob stated that if we are going to change the speed limit in any area, it must first be approved by the Brookfield PD, or they will not enforce it.

## **V. TREASURER'S REPORT**

Water Financial July Checking Account is \$455,739.84

Tax District Total Checking is \$809,221.29

The Board asked Scalzo to make sure the financials are provided more than a day in advance of the meeting. They also had questions that would be looked in to:

- Banking Expense appears to have a duplicate entry again.
- Security Expense appears to be high.

- Electricity accounts also appear to be high.
- Want to make sure the funds in excess of \$250,000 are moved to comply with FDIC.

VI. **MANAGEMENT REPORT- Travis Hyatt**

Scalzo provided various updates which are below:

- The playground line item on the previous month's financials under playground fund budget was fixed to show the accurate budget number.
- Commercial bank was contacted for a loan of \$10 million dollars for water main replacements. This was further discussed in the meeting and decided not to pursue the replacement of the entire community.
- The arborist took care of the tree at the ballfield near Twilight.
- Speed limit and parking signs were purchased.
- Cost for a speed gate was \$668.
- Scalzo provided a breakdown of expenses from 2013 for the water as it was requested by an owner the previous month.

VII. **COMMITTEE REPORTS 1. Beautification – Liz Longworth & Nancy Knorr**

Liz & Nancy have a plan for trees.

Travis to forward to First Light

**2. Recreation – Melanie Shapiro**

Since both band night and the rain date were rained out, the band has agreed to another rain date, but not until Sept 22, if the Board approves. The Board agreed that would be fine.

Melanie also stated that there was a large birthday party at the beach on Sunday, August 12. There was a bouncy house and badminton net set up. She suggests that in the future we need to take band night, and/or rain dates into account when renting the beach. It would have been as issue if band night wasn't cancelled. There was a Board discussion that followed regarding bouncy houses.

Dee made a motion that bouncy houses not be allowed at the beach.

Justin seconded the motion.

5 in favor

1 against

1 abstain

The motion passes.

Brigid stated we should address the party issues. Parties with greater than 15 guests require an extra Lifeguard paid for by the party host. A permit from the Office must be obtained. The Lifeguards should be made aware of parties. The Annual Picnic was a success; however, once again, there were few volunteers. Those who did help ended up working most of the day. The leftovers from the picnic (buns & condiments) were donated to the Brookfield Food Pantry.

### **3. Safety – Justin Felton**

Justin stated that Michael Bonamarte of 24 Longview Drive is the new Safety Committee Chairperson. There will be a meeting sometime in September. Some things on the agenda will include:

- Speeding on Candlewood Shores Road
- Location of additional speed humps
- Location for speed gates

### **4. Ordinance – Doug Fisher**

Bob Fletcher stated that the Blight Ordinances are completed. The Committee will meet again. The date to be determined. He stated he is hoping for a public hearing in September. He also stated that the town of Brookfield has a Blight Ordinance meeting on September 4<sup>th</sup> in Room 133 at the Town Hall from 7:15-7:30.

## **VIII. NEW BUSINESS**

Signage Removal – The Board has agreed that if Contractor's signs are on CSTD right of way, we can remove them. If the Contractor is actively working at the property, the signs may remain until the work is complete.

## **IX. OLD BUSINESS**

Water Meter Discussion – Rebecca asked how we are paying for the new water meters.

Travis stated that it would be paid for by the Homeowner, who would have a choice of either a cellular retro fit meter, or an entirely new meter. If there were any plumbing issues, there would be an additional cost to the Homeowner at \$125/hr.

Water Main Discussion – Justin asked if we could legally float a Bond to replace water mains. Travis to check with our Attorney. Jon doesn't think we need to replace all water mains at once. He suggested bidding out N Lake Shore, as that seems to be where the most problems are. There should be a start and stop point, from where the break starts to where it ends. It should be replaced in one large piece, or with as few joints as possible.

The pump in the Pump house on Berkshire Drive needs to be evaluated. We then need to decide if we want to maintain it or replace it. Skyline Drive water pressure issue needs to be evaluated. Travis to have Brian check all valves. We would need to hire an engineering firm to determine price per home per linear foot. Travis to contact CCA to get a per linear foot price.

Back to water meters – Travis stated they are either PVC or stainless steel. Both have the cellular option to the Cloud. This determines usage, leaks, or any heat issues. Prices are as follows:

Retro fit \$199.50

New \$357.70 – if no plumbing issues.

Travis to speak with Salesperson to determine how to move forward.

Storm Damage Discussion – Travis stated that clean-up is taking longer than expected due to rain. Bob Fletcher stated that the fence at the beach needs to be replaced. Travis to obtain price from Ct Fence & Landscaping. Docks & seawall do not need to be replaced according to insurance adjuster. The Fire Dept is still asking if they can put the lift in for the fire boat. Travis stated they also asked at the Town Beach.

**X. SECOND PUBLIC COMMENT**

Carol Dores of 80 North Lake Shore Drive stated commercial vehicles are prohibited in residential areas per Brookfield Zoning.

John Fiorenza of 4 Harvard Drive asked why it is prohibited to put speed humps on the hill on Candlewood Shores Road.

Bob stated it would be difficult to slow down for them in snowy/icy weather. He stated double lines would be a better idea.

Frank Costello of 49 North Lake Shore Drive asked who does the tax bills. He stated he hasn't received his tax bill or water bill.

Travis stated he would contact Frank tomorrow.

John Fiorenza of 4 Harvard Drive asked if there would be a second brush pick up, to which the Board answered no.

**XI. ADJOURNMENT**

Rebecca requested a motion to adjourn the meeting at 10:17 pm to go into Executive Session

Justin made a motion

Jon seconded the motion.

All in favor; the motion passes.

Rebecca requested a motion to adjourn the Executive Sessions at 10:28 pm.

Justin made a motion.

Ken seconded the motion.

All in favor: the motion passes.

**Minutes Taken By: Dee Cianco**

**Minutes Submitted By: Dee Cianco**

