

**CANDLEWOOD SHORES TAX DISTRICT**  
**Board of Directors SPECIAL Meeting**  
**Wednesday, February 19, 2020, 7:00 PM**  
**Community Room**  
**55 Longview Drive, Brookfield, CT**

1. **CALL TO ORDER**

- A. Elizabeth called the special meeting of the Candlewood Shores Tax District Board of Directors to order, at 7:00 pm, on February 19, 2020, for the purpose of, the approval of bids, for the replacement of the boat dock and the purchase of water meter software, for the Candlewood Shores Water District.
  
- B. Fifteen members of the Candlewood Shores Community were in attendance.

2. **ROLL CALL**

- A. The following Directors were present:
  - I. Elizabeth Longworth – President
  - II. Alan Owen – Vice President
  - III. Kenneth Appley - Treasurer
  - IV. Jon Lepler – Director
  - V. Kelly Lane – Director
  - VI. Lisa Maguire - Director
  
- B. The following Staff were present:
  - I. Travis Hyatt – Scalzo Community Manager
  - II. Lisa Daly – CSTD Office Manager
  
- C. The following Directors were absent:
  - I. Steven DeMichele – Secretary
  - II. Brigid Knauer – Director
  - III. Linda Wagner – Director

3. **APPROVAL OF BIDS FOR THE REPLACEMENT OF THE BOAT DOCK**

- A. Travis asked Adam Singer, of Connecticut Fence and Landscaping, LLC, what the difference was between synthetic materials and pressure treated materials. Adam explained that the synthetic materials are darker in color and tend to get hotter in the sun. Adam will be using a lighter color, which compliments the surrounding area. He informed attendees that pressure treated materials need to be painted every two to three years and eventually will rot.
- B. Travis obtained four estimates for this project
  - I. D&D Power and Pleasure LLC - \$27,030.00
  - II. Rob Reiner - \$25,920.00
  - III. Harry T. Tucker and Sons, Inc. - \$41,445.00
  - IV. Connecticut Fence and Landscaping LLC - \$24,850.00
- C. Michael Bonamarte, of 24 Longview Dr. – would like to know if the docks were quoted with the same floatation material. Adam said yes.
- D. Kevin O’Conner, of 28 Berkshire Dr. – would like to know if the dock will be topped with a nonstick surface? Adam said yes.
- E. **A Motion** was made by Jon, to award a contract to Connecticut Fence and Landscaping, LLC, to replace the boat dock, in the amount of \$24,850.00, which was seconded by Alan and was approved unanimously by seventeen members of the community.

4. **APPROVAL OF THE PURCHASE OF WATER METER COMPUTER SOFTWARE**

- A. Travis explained that the new software will work with the old handheld meter reader and will work with the new meters when they are approved and installed.
- B. Styles Software Proposal - \$16,800.00
  - I. After year one - \$0.06 per month, per home
  - II. After year one - \$900.00 per year – mobile reader module
  - III. After year one - \$720.00 per year – user license
- C. Loretta Donovan, of 42 Candlewood Shores Rd. – asked if the software was compatible with any other equipment, made by other vendors or if it would only work with Styles products? Travis said that the Community would have to stay with Styles but that the software would be compatible with the new Badger retrofit meters that will be installed and will fix the problems we have been having with the readings.
- D. **A Motion** was made by Ken, to accept the Styles Software proposal, that will also work with the new retrofit meters, which was seconded by Lisa and was approved unanimously by twenty members of the community.

5. **ADJOURMENT**

- A. **A Motion** was made by Elizabeth, to adjourn the special meeting of the CSTD Board of Directors, at 7:22 pm, which was seconded by Ken and unanimously approved.

**Minutes Taken By:**

Lisa Daly – CSTD Office Manager

**Minutes Submitted By:**

Steven DeMichele - Secretary