

CANDLEWOOD SHORES TAX DISTRICT
Board of Directors SPECIAL Meeting
Wednesday, August 19, 2020, 7:00 PM
Web Meeting, via Zoom.com

1. **CALL TO ORDER**

- A. Alan Owen called the special meeting of the Candlewood Shores Tax District Board of Directors to order, at 7:01 pm, on August 19, 2020, for the purpose of, awarding a contract, to an engineering firm, for the replacement of water mains, on North Lake Shore Drive.

- B. Fourteen members of the Candlewood Shores Community were in attendance.

2. **ROLL CALL**

- A. The following directors were present:
 - I. Alan Owen – Vice President
 - II. Elizabeth Longworth – President
 - III. Jon Lepler – Director
 - IV. Kelly Lane – Director
 - V. Kenneth Appley – Treasurer
 - VI. Steven DeMichele – Secretary

- B. The following staff Scalzo staff were present:
 - I. Travis Hyatt – Scalzo Community Manager
 - II. Lisa Daly – CSTD Office Manager
 - III. Shawn Stillman – CSTD Compliance Officer

- C. The following directors were absent:
 - I. Lisa Maguire – Director
 - II. Linda Wagner – Director
 - III. Brigid Knauer – Director

- D. The following guests were present:
 - I. None.

3. BUSINESS

- A. Consideration of, Award of Contract to Engineering Firm, for Water Main Replacement on North Lakeshore Drive.
 - I. Travis Hyatt presented the proposals.
 - i. The Falcon Group - Construction Plans & Specifications: \$32,950.00, Bidding: \$2,950.00
 - ii. CCA LLC - Construction Plans & Specifications: \$18,900.00
 - iii. Becht Engineering – withdrew proposal
 - II. There was a discussion amongst the board members.
 - i. Alan Owen stated that CCA LLC has history working with CSTD on previous water projects.
 - ii. Steven DeMichele asked Mr. Hyatt, if he had a recommendation. Mr. Hyatt’s professional recommendation was to move forward with CCA LLC
 - III. Mr. Hyatt informed attendees that moving forward with construction would require another special meeting, for the CSTD community to authorize that expense.
 - IV. **A Motion** was made by Steven DeMichele, to award the engineering contract to CCA LLC, contingent on hourly expenses not exceeding \$10,000.00, which was seconded by Elizabeth Longworth, with fourteen members of the community voting in favor and one voting in opposition, the motion was approved.
 - V. Public Comment
 - i. Kevin O’Conner, of 28 Berkshire Drive – asked if funding was currently available for the engineering portion of this project. Mr. Hyatt stated that funding was in place.

4. ADJOURMENT

- A. **A Motion** was made by Alan Owen, to adjourn the special meeting of the CSTD Board of Directors, at 7:25 pm, which was seconded by Kelly Lane and unanimously approved.

Minutes Taken By:

Steven DeMichele - Secretary

Minutes Submitted By:

Steven DeMichele - Secretary