

# CANDLEWOOD SHORES TAX DISTRICT

## Agenda

June 17, 2020

Via Online Meeting at 7:30PM

HEARINGS: None

APPROVAL OF MINUTES

GUEST: None

PUBLIC COMMENT:

TREASURER'S REPORT:

MANAGEMENT REPORT:

1. Action List
2. Work Order Report

COMMITTEE REPORTS

1. Beautification
2. Recreation
3. Safety
4. Ordinance
5. Landscaping Report
6. Nominating Committee

ADMINISTRATION

NEW BUSINESS

1. Mooring Modifications

OLD BUSINESS

1. Planting Plan for Boat Ramp Discussion
2. Cove Clean Up Discussion
3. Beach Opening and Security Discussion
4. Proposed Charter Update –Board Member Attendance Discussion
5. Water Main (Reschedule Special Meeting)
6. Water Meter Retrofit Discussion

SECOND PUBLIC COMMENT

EXECUTIVE SESSION

1. Correspondence Received
2. Correspondence Sent

ADJOURNMENT

**CANDLEWOOD SHORES TAX DISTRICT**  
**Board of Directors Meeting**  
**Wednesday, May 20, 2020, 7:30 PM**  
**Web Meeting, via Zoom.com**

1. **CALL TO ORDER**

- A. Elizabeth Longworth called the regular meeting of the Candlewood Shores Tax District (CSTD) Board of Directors to order at 7:31 pm, on May 20, 2020.
  
- B. Twenty-three members of the Candlewood Shores Community were in attendance.

2. **ROLL CALL**

- A. The following directors were present:
  - I. Alan Owen – Vice President
  - II. Kenneth Appley - Treasurer
  - III. Kelly Lane – Director
  - IV. Linda Wagner – Director
  - V. Elizabeth Longworth – President
  - VI. Steven DeMichele – Secretary
  - VII. Lisa Maguire – Director
  - VIII. Jon Lepler – Director
  
- B. The following staff were present:
  - I. Travis Hyatt – Scalzo Community Manager
  
- C. The following directors were absent:
  - IX. Brigid Knauer – Director
  
- D. The following guests were present:
  - I. Adam Singer – CSTD Grounds Maintenance Contractor (CT Fence)

3. **HEARINGS**

- A. None.

4. **APPROVAL OF MINUTES**

- A. Elizabeth Longworth noted that in the April 15, 2020 minutes, under New Business, there is a statement that CSTD normally rents three porta potty and that this is incorrect. She noted that CSTD normally rents two porta potty and that CSTD is looking for a single unit going forward.
- B. **A Motion** was made by Alan Owen, to approve the April 15, 2020 meeting minutes, as amended, which was seconded by Elizabeth Longworth and unanimously approved.

5. **GUEST SPEAKER**

- A. None.

6. **FIRST PUBLIC COMMENT**

- A. The following questions were asked and statements made, during this public comment period.
- B. Ronnie Sheppard, of 147 North Lake Shore Drive – commented on the revised draft mooring ordinances and relocation. Mr. Sheppard was chiefly concerned with “overreach”. Kelly Lane and Alan Owen responded to Mr. Sheppard’s comments and spoke to the intent of the revised ordinance. This was followed by a brief discussion.
- C. Steven Dwyer, of 22 North Lake Shore Drive – asked if there was any update on the water main replacement, on North Lake Shore Drive. Alan Owen responded that there would be no progress on this project, until a special meeting can be held by CSTD, to engage an engineer to complete a survey and design.
- D. Ryan Crum, of 25 Longview Drive – is okay with the inspection of moorings by a professional but felt that mooring owners should be allowed to install their own moorings. Kelly Lane will take these comments under advisement.
- E. Linda Queiroz, of 26 Clearview Drive – asked if there were plans to restore sand lost at the CSTD beach. Elizabeth Longworth responded that new sand was brought in on May 20<sup>th</sup>. Ms. Queiroz also commented on the community survey and that it should be continued by the board on an annual basis.
- F. Karl Nelson, of 23 Mountainview Drive– commented that changing the mooring chain was a simple task, which anyone could complete themselves. Mr. Nelson, uses a

saltwater buoy, which is far more durable than a freshwater lake buoy and he would like to continue maintaining his mooring on his own.

- G. Maureen, [last name unknown] [address unknown] a resident of Candlewood Shores – attempted to comment but her connection was inaudible, Travis Hyatt will follow up with Maureen Thursday, May 21st.
- H. Bert Coleman, of 37 Twilight Lane – asked if someone does a zebra mussel inspection of the boats entering and exiting Candlewood Lake. Kelly Lane and Jon Lepler responded that this was not being done at the CSTD boat ramp and that it is an individual boat owner responsibility. Mr. Coleman also asked if there would be a cleanup effort at the intersection of North Lake Shore Drive and Twilight Lane. Adam Singer responded that the property in question is private and that a notice has been previously sent to the land owner regarding the maintenance of their property.

## 7. **TREASURER’S REPORT**

- A. Travis Hyatt presented the Treasurer’s Report in Kenneth absences.
- B. Candlewood Shores Tax District Balance - \$963,860.75
- C. Candlewood Shores Water District (CSWD) Balance – \$365,316.68

## 8. **MANAGEMENT REPORT**

- A. Travis Hyatt presented the Management Report.
- B. Action List
  - I. Scalzo is still working on the water main replacement project for North Lakeshore Drive.
  - II. On April 17<sup>th</sup>, sent an email to the community, informing them that brush pickup has been extended until April 24<sup>th</sup>.
  - III. On April 24<sup>th</sup>, confirmed that the “hotel”, located at 370 Candlewood Lake Road, is being billed by the Candlewood Shores Water District for its water usage.
  - IV. On April 24<sup>th</sup>, modified the 2020-2021 budget, to reflect \$200,600 for the landscaping contract.
  - V. The Brookfield Police Department will be rotating speed signs, throughout the Town of Brookfield, including in Candlewood Shores Tax District this summer.
  - VI. On April 22<sup>nd</sup>, a legal notice was posted for changes to the moorings ordinance.
  - VII. On April 30<sup>th</sup>, conducted inspection of District roadways in need of pavement repair.

VIII. On May 26<sup>th</sup>, ten new speedbump locations will be milled and installed on May 28<sup>th</sup>. The locations of these new speedbumps have been mapped and reviewed by the CSTD Safety Committee.

C. Work Order Report

I. Review of open work orders.

9. **GUEST SPEAKER**

A. None.

10. **COMMITTEE REPORTS**

A. Safety Committee Report – Michael Bonamarte

I. Michael Bonamarte presented the Safety Committee report.

II. All ten speedbumps have been marked out by the Safety Committee.

B. Beautification Committee Report – Elizabeth Longworth

I. Elizabeth Longworth presented the Beautification Committee report.

II. Flowers have been installed.

III. Work on flowers at the CSTD front entrance will commence soon.

C. Recreation Committee Report – Jon Lepler

I. Jon Lepler presented the Recreation Committee report.

II. Focus for this committee will be placed on the CSTD anniversary in 2021.

III. Committee will be meeting soon to discuss events moving forward.

D. Ordinance – Linda Wagner

I. Linda Wagner presented the Ordinance Committee report.

II. Confirmed that recent ordinance revisions were completed correctly.

E. Landscaping Report – Adam Singer (CT Fence)

I. Adam Singer presented the landscape report.

II. Reviewed activities since the last meeting of the CSTD board.

III. Leaking water spigot at the beach, will submit a proposal correct same.

F. Nominating Committee

- I. Lisa McGuire present the Nominating Committee report.
- II. Steven Dwyer has been unresponsive.
- III. Travis provided Lisa McGuire with a copy of Governor Ned Lemonts executive order, allowing votes for the cSTD board seats to be taken remotely, special meeting between 6/27 and 6/30.
- IV. Lisa is craefiting the nominating sheets, will post online and allow for community review prior to vote.

11. **ADMINISTRATION**

- A. None.

12. **NEW BUSINESS**

A. Tree and Landscaping Contracts

- I. Trees to be taken down at the CSTD front entrance have been marked with ribbons
- II. Elizabeth Longworth asked that focus be placed on the removal of a smaller sapling and to perhaps delay the removal of the larger sapling(s).
- III. CSTD board will follow up with Adam Singer on this.

B. Planting Plan for Boat Ramp Discussion

- I. No update at this time; First Light has not responded to CSTD overtures.

C. Porta Potty and Foot Wash Discussion

- II. Travis Hyatt stated that can have the units dropped off at any time.
- III. Porta potties will not be placed at the beach, if the porta potty company is unable to maintain them with hand sanitizer, etc. Travis Hyatt will follow up with the rental company to this regard.

D. Guard Shack and Gates Discussion

- I. Tabled for the time being.

E. Beach Lighting and Cove Clean Up Discussion

- I. Jon Lepler reviewed beach lighting project idea.
- II. Tabled for the time being.

F. Hotel Discussion (370 Candlewood Lake Road)

- I. This was resolved at the April 15, 2020 meeting.
- II. No Update.

G. 2020-2021 Budget Discussion and Vote

- I. Kenneth Appley and Travis Hyatt provided the draft budget at the April 15<sup>th</sup> meeting of the CSTD Board. Mr. Hyatt also posted the budget on the CSTD website.
  - a. CSTD mill rate was kept flat in the 2020-2021 budget
  - b. CSWD budget was also kept flat for 2020-2021.
- II. Travis Hyatt stated that the CSTD Board can adopt new budget via zoom meeting
- III. There was an opportunity for public comment, however no one spoke.
- IV. **A Motion** was made by Elizabeth Longworth, to approve the both the CSTD and CSWD budgets, as presented by Travis Hyatt and Kenneth Appley, with on increases in 2020-2021, which was seconded by Alan Owen and unanimously approved.

H. Beach Opening and Security Discussion

- I. Elizabeth Longworth stated that CSTD will be following the Town of Brookfield's recommendation to close CSTD beach along with Town of Brookfield beach. Use of the ball fields and grass on the south side of the fence will still be permitted. Further, the lifeguard company will not be supplying guards while the beach is closed.

I. Proposed Charter Update – Board Member Attendance Discussion

- I. There was a discussion regarding a revision to the CSTD Charter, regarding minimum attendance requirements, for CSTD board members.
- II. It was generally agreed to revise the CSTD Charter, to require that CSTD board members shall not miss more than three consecutive regularly scheduled CSTD board meetings and further, shall be present for at least six regularly scheduled CSTD board meetings per calendar year.
- III. Travis Hyatt will communicate this revision to the CSTD attorney, who will formally draft a CSTD Charter amendment. The CSTD board will then review and vote on same.

13. **OLD BUSINESS**

- A. None.

#### 14. SECOND PUBLIC COMMENT

- A. The following questions were asked and statements made, during this public comment period.
- B. Michael “Dutch” Tessier, of 17 Mountainview Drive – asked where he could obtain a key for the CSTD boat ramp. Mr. Tessier also asked for some background on the “hotel”, located at 370 Candlewood Lake Road. Mr. Tessier stated that he did not agree with the closure of the CSTD beach and suggested moving the beach fence further south, to expand the capacity of the beach.
- C. Michael Bonamarte, of 24 Longview Drive – commented that incorporating zoom meetings into future monthly meetings of the CSTD board would help boost attendance.
- D. Linda Queiroz, of 26 Clearview Drive – asked where CSTD legal notices are posted. Travis Hyatt responded that they are posed in the Danbury News Times. Ms. Queiroz also asked why CSTD is forced to follow what the Town of Brookfield does in regards to the beach. Elizabeth Longworth and Travis Hyatt explained that maintaining social distancing at the beach is extremely difficult and that from a liability standpoint, it is best to follow the Town of Brookfield’s lead.
- E. Ronnie Sheppard, of 147 North Lake Shore Drive – suggested moving the beach fence further south, to expand the capacity of the beach.
- F. Denise Preusse, of 149 North Lake Shore Drive – stated that if there are no lifeguards, people should not be at the beach.
- G. Heather Perracchio, of 8 Dogwood Lane – suggested an alternating system to limit the number of beach patrons.
- H. Jessica Loughman, of 19 Skyline Drive – suggested an alternating system to limit the number of patrons at the beach.
- I. Christopher Stunkel, of 2 Clearview Drive – asked for clarification as to when the Town of Brookfield may open their beach.
- J. Elizabeth Longworth, CSTD President, of 1 South Lake Shore Drive - commented on pedestrian and vehicular awareness on CSTD roads, with so many pedestrians, including children out walking.

- K. Alan Owen, CSTD Vice President, of 28 Longview Drive - offered further zoom training sessions for those who are interested in bettering their understanding of how the program works.

15. **EXECUTIVE SESSION**

- A. **A Motion** was made by Elizabeth Longworth, to enter executive session, for the purpose of discussing contracts, at 9:05 pm, which was seconded by Alan Owen and unanimously approved.
- B. **A Motion** was made by Alan Owen, to exit executive session, at 10:00 pm, which was seconded by Jon Lepler and unanimously approved.

16. **ADJOURMENT**

- A. **A Motion** was made by Elizabeth Longworth, to adjourn the meeting of the CSTD Board of Directors, at 10:00 pm, which was seconded by Kelly Lane and unanimously approved.

**Minutes Taken By:**

Steven DeMichele - Secretary

**Minutes Submitted By:**

Steven DeMichele - Secretary

## **Section 7 Moorings & Small Vessels**

### **Definitions:**

Anchor: The word “anchor” shall mean to hold a boat in place by lowering a heavy weight into the water by chain.

Boating Season: The term “boating season” shall mean the period from April 15<sup>th</sup> to the following November 15<sup>th</sup>.

Buoy: The word “buoy” shall mean a white buoy with a blue band, not less than 15” in diameter, which is used to hold the chain up in the water and to mark the mooring location.

Chain: The word “chain” shall mean the galvanized chain connecting the anchor to the swivel or buoy if a swivel is not used. This term may also include shackles and swivels used to connect chain together.

Mooring: The word “mooring” shall mean a permanent anchorage installation, comprising of an anchor, chain, and mooring buoy. This may also be referred to as “mooring equipment”

Mooring Location(s): The term “mooring location(s)” shall mean the location of a mooring assigned by the Harbormaster.

Mooring Service Provider(s): The term “mooring service provider(s)” shall mean any approved service provider. CSTD Harbormaster will maintain a list of approved providers which will be available at the CSTD office. person with the appropriate training and experience to install, service, and inspect moorings to ensure that they meet the town, First Light & CSTD regulations.

### **Mooring Regulations:**

**Moorings are a privilege, not a right. Moorings are strictly regulated by First Light on all CT waters.**

A. There is an established waiting list, which is strictly followed, for Candlewood Shores Tax District “CSTD” resident homeowners who own a boat and request a mooring. Waiting list applicants cannot transfer a mooring waiting list position to another homeowner. Contact the CSTD Office Manager or Harbormaster to get your name on the list.

B. Boat registration must be in the name of the resident homeowner. Tenants are not permitted a mooring. Renting or lending a mooring to others is STRICTLY prohibited and will result in immediate forfeiture of the mooring. No homeowner shall moor, anchor or set any mooring or boat without first registering with the CSTD office and paying the required annual fees. All mooring locations will be determined and assigned by the Harbormaster. A current CT Vessel registration and proof of boat insurance must be provided to CSTD at the time of registration.

C. Resident homeowners must be in good standing and current on all taxes and fees. Mooring registration will not be permitted if the resident is not in good standing with CSTD.

D. All moorings must be inspected at least once every 3 years, by an approved mooring service provider, with chains replaced every seven years or as required by inspection. The Harbormaster will maintain a list of approved mooring service providers, which can be obtained at the CSTD office. Only these approved mooring service providers will be accepted by CSTD for the purposes of inspections or new

mooring installations. Under no circumstances can a mooring be “self-inspected” or “self-installed” by the homeowner.

The inspection shall require a diver to inspect and determine the overall condition of the mooring and identify structural and non-structural deficiencies, if any, which may present a potential safety hazard or have a negative impact on routine use of the mooring.

The mooring service provider performing inspection must provide a written inspection report on their company letterhead, stating that the mooring is compliant with these regulations, or if necessary, which parts of the mooring are defective and require repair and/or replacement. The written report shall be dated and signed by the mooring service provider performing inspection and must include a complete description of the mooring and any deficiencies observed during inspection, if any. Description of the mooring must include quantity of anchor blocks, approximate weight of anchor, size and type (stainless or galvanized) of chain, swivels and shackles used, and size of buoy. The report must also state the condition of the mooring and whether or not it passed inspection or describe the deficiencies in detail and recommendations to remedy observed deficiencies. Any deficiencies noted on the written inspection report must be corrected immediately at the homeowner’s expense with proof of repair provided to CSTD. Said inspection report and/or proof of repair must be provided to the Harbormaster.

For any basic mooring repairs needed, such as replacing chain, replacing the buoy, or replacing worn shackles or swivels, the homeowner may do the repairs themselves, provided they have the knowledge and skill to do so, and provided they use approved parts as required in these regulations. All proof of repairs must be provided to the harbormaster as evidence of repairs, copies of all receipts must be provided, NO Exceptions. If the resident chooses to do the repairs themselves, they assume all liability and acknowledge that the Candlewood Shores Tax District, it’s managers, directors, officers & agents are not responsible and shall not be held liable for personal injury, death, or for any damage done to individual boats, dinghies, lines or moorings arising out of or in connection with self-repaired moorings. The mooring holder assumes all risk and liability of performing such repairs.

Proof of inspection is due by June 15<sup>th</sup> of the boating season. If proof of inspection is not received and your mooring buoy is not clearly marked with your mooring number, you will forfeit your mooring location and your mooring equipment will be removed at the homeowner’s expense, or considered abandoned and given to the next resident on the waiting list.

The harbormaster and/or CSTD board, also reserves the right to perform periodic inspections on an as needed basis and will advise the homeowner of any defective or inadequate equipment. The defective part(s) must be corrected/replaced immediately, or the Harbormaster may remove or cause to be removed at the homeowner’s expense, any mooring that fails to meet the provisions of these regulations.

Minimum Mooring Specifications:

- The anchor must be a minimum of three concrete blocks of 225 lb. each.
- Chain, which may include shackles and swivels, must be a minimum of 5/16” galvanized chain. If the depth of your mooring exceeds 30’, then it is recommended to increase the size of your chain, shackles and swivels to 3/8” galvanized, unless the mooring service provider recommends

otherwise (for instance, a smaller boat where 5/16" would be sufficient). Any shackles or swivels used in the mooring must be galvanized and of the same size as the chain or larger. Rope of any kind will not be permitted under any circumstances as a substitute for chain.

- Mooring buoys must be a white buoy with a blue horizontal band. Buoys shall not be less than 15" in diameter and may require a larger diameter depending on mooring location and size/length of chain.
- All boats must have two rope lines connecting it to the mooring to create redundancy in the event one of the lines fails. The homeowner is responsible for causing such boat to be tied & secured with proper care and equipment in such a manner to prevent breakaway and resulting damage to any property.

The mooring specifications outlined above are minimum standards and are not designed to meet severe conditions. If severe weather is predicted, the mooring holder should take additional measures including the removal of the boat from the water. The mooring holder can exceed these specifications except where it would be unsafe or hazardous to do so. Each mooring holder is encouraged to contact their mooring service provider in such matters for advice as may relate to the particulars of their boat. It is the mooring owner's sole responsibility to ensure the mooring is properly sized for the boat and mooring location. Any boat or mooring that requires "CSTD" to tow and or remove the mooring due to unsafe or non-compliant conditions, will be at the homeowner's expense.

E. All authorized moorings must have mooring number clearly marked and maintained by the owner, have a "CSTD" brass tag (supplied by "CSTD" office manager) securely attached to the mooring in a location which can easily be viewed by the Harbormaster, and comply with state regulations. Any mooring not properly marked may be removed by the Harbormaster at the homeowner's expense and may result in forfeiture of the mooring location.

F. The Harbormaster assigns the mooring location in the water as permitted by First Light. Moorings shall not be moved from an approved location under any circumstances. Moorings MAY NOT be sold with the sale of a residence. If a residence is sold, mooring location is forfeited and offered to the next person on the waiting list.

G. A mooring holder who wants to transfer a mooring must contact the Office Manager or Harbormaster for the name of the next waiting resident. Transfer of mooring to a resident on the waiting list shall not have a profit motive. Only the depreciated value of mooring may be recovered by transferring holder (saving original receipts is strongly encouraged). A seller is transferring ONLY a buoy, chain and anchor to the buyer. A buyer must be reasonable and have good intent in their offer to the seller and is encouraged to inspect the mooring equipment prior to purchase. If the buyer and seller cannot reach mutual agreement, the mooring shall be removed by the homeowner and the new mooring holder must purchase their own mooring equipment and have installed by an approved mooring service provider.

H. Each mooring holder is required annually, to provide CSTD with a Mooring Registration form completely & accurately filled out, a copy of the current valid CT vessel registration, proof of vessel insurance, a completed Small Vessel Registration form and pay an annual fee to cover annual buoy field realignment and maintenance on the dock and storage area. Mooring fees are not refundable. Fees will be set each year on or before April 15<sup>th</sup> and will be indicated on the mooring registration form. Fees will be due on April 15<sup>th</sup> each boating season. Failure to pay the annual fee by June 15<sup>th</sup> of a boating season

will result in a forfeiture of the mooring location and buoy, chain and anchor will be removed at the homeowner's expense, or considered abandoned and given to the next resident on the waiting list. No boat may be attached to a mooring until the annual fee is paid. CSTD reserves the right to tow any boat which is not in compliance at the homeowner's expense.

I. Each year boat owners must provide a copy of the current valid CT Vessel Registration and proof of vessel insurance. Mooring registration will not be permitted without proof of registration and insurance.

J. Boat length is limited to twenty-four (24) feet maximum.

K. A change in boat registration must be provided in writing to Office Manager (Harbormaster) within 15 days of such change.

L. In the event that a mooring holder does not use his mooring location for 50% of the boating season, said mooring location may be deemed abandoned and/or reassigned, unless the permit owner has notified the Harbormaster, in advance, of his/her intent not to use the mooring location for a period not to exceed one boating season. If you are unable to use your mooring for a boating season, a letter of hardship must be provided to the Harbormaster. If your reasons for non-use do not constitute a hardship, then the mooring will be considered abandoned and transferred to the next resident on the waiting list. Such notice must be received by June 1<sup>st</sup> of each boating season. In such event the Harbormaster may make the mooring location available for transient or temporary assignment. A temporary assignment will require the next waiting homeowner to pay the annual registration fee in full.

M. Dinghies used to row out to mooring must have mooring number clearly marked and must be registered at the CSTD Office. Mooring registrants will be guaranteed a small vessel space.

N. Boat repairs are not permitted at a mooring under any circumstances. If any mooring equipment requires repair and/or replacement, boats must be removed from assigned moorings while mooring equipment is being repaired or replaced.

O. Notwithstanding any of the provisions set forth in these mooring regulations, "CSTD" is not responsible and shall not be held liable for personal injury, death, or for any damage done to individual boats, dinghies, lines or moorings arising out of or in connection with any mooring compliant with the specifications set forth herein. Nothing in these mooring regulations shall be construed as a basis for imposing liability on CSTD. The mooring holder assumes all risk and liability of owning a mooring.

#### **Small Vessel Regulations:**

A. Each small vessel must be registered annually with CSTD, by completely and accurately submitting a Small Vessel Registration Form. Registration forms can be obtained at the CSTD office. An annual fee will be due at the time of registration. The fee will be set each boating season on or before April 15<sup>th</sup> and will be indicated on the small vessel registration form. No small vessel shall be placed on any CSTD small vessel rack until the vessel is registered and the fee is paid in full.

B. A rack location will be provided by the CSTD office and will be on a first come, first served basis. The homeowner's small vessel must only be placed in the assigned location.

C. Small vessels may be locked and secured to a rack using the homeowner's locking equipment. CSTD is not responsible for any lost, stolen or damaged equipment while stored on the small vessel racks.

D. All small vessels & locking equipment must be removed from CSTD small vessel racks no later than November 15<sup>th</sup> of each boating season. Any small vessel not removed by this deadline will be moved and stored by CSTD. The homeowner will incur a handling fee of \$50 if their small vessel must be moved by CSTD. Locking equipment may need to be cut to remove the small vessel from CSTD racks. CSTD is not responsible for any damaged locking equipment.

E. Any small vessel stored by CSTD must be claimed by March 15<sup>th</sup> of the following year, otherwise will be considered abandoned. The homeowner will incur a \$50 storage fee in addition to the above handling fee if the small vessel is stored by CSTD between the time from November 15<sup>th</sup> through March 15<sup>th</sup> of the following year.

F. Any small vessel found stored on CSTD small vessel racks, which has not been registered will be moved by CSTD. The small vessel owner will incur a \$100 fee for non-compliance with these regulations.

#### Section 9 – VIOLATIONS AND PENALTIES:

A. The penalty for violation of any provision of this Ordinance shall be a fine of not more than (\$30.00) Thirty Dollars for each offense unless otherwise stated above, except for the disposal of household garbage deposited in any trash receptacle maintained by the Tax District.

B. The disposal of household garbage shall be a fine of (\$75.00) Seventy-Five Dollars for each offense.

C. " CSTD" reserves the right to exclude from the recreation areas any person who repeatedly and knowingly violates any provision of this Ordinance.

CANDLEWOOD SHORES TAX DISTRICT  
ORDINANCE 1988-1  
GOVERNING USE OF THE CSTD RECREATION AREAS

BE IT ORDAINED THAT:

Section 1 - TITLE: This Ordinance shall be known and may be cited as the “Recreation Area Use Ordinance of the Candlewood Shores Tax District “(CSTD)”.

Section 2 - PURPOSE: The purpose of this Ordinance is to establish rules and regulations for the use and control of the common areas dedicated to open space for recreational use and owned by the “CSTD” in order to promote the safety, enjoyment and protection of the persons using the property, and of the property.

Section 3 - DEFINITIONS:

- A. “Recreation areas” shall include the beach, ball field, boat ramp launching area, Community Building, Cove Property, and all improvements located within these areas.
- B. The “beach” is the property comprised of the grassy area and sandy beach which lies west of North Lakeshore Drive and north of South Lakeshore Drive, as set forth on Map No. CS4 including playground facilities.
- C. The “ball field” is the open grassy area which lies east of North Lakeshore Drive, north of Candlewood Shores Road, and west of Twilight Lane, as set forth in Maps No. CS2 and CS4.
- D. The “boat ramp and launching area” is the access road, ramp and dock located within the area designated as the “beach”.
- E. Community Building is located at 55 Longview Drive.
- F. Cove Property is located at 2 North Lakeshore Drive.

CANDLEWOOD SHORES TAX DISTRICT  
ORDINANCE 1988-1  
GOVERNING USE OF THE CSTD RECREATION AREAS

Section 4 - GENERAL RULES:

- A. Recreation Passes: Each residence will be issued three (3) Recreation Passes, each pass will admit up to five (5) to the beach.
- B. A lost Recreation Pass will be replaced for a fee of twenty five (\$25) dollars. Absent extenuating circumstances, further losses are not replaceable until the start of the next season.
- C. In the event of extenuating circumstances, the Board of Directors or It's Duly Appointed Agent may issue further replacement Recreation Passes.
- D. Hours of Use: The recreation areas are open for" CSTD" residents from 7 AM to 9 PM. The Community Building hours are subject to provisions of the Community Room Policy and signed Community Room Application.
- E. Use: Recreation areas shall be used exclusively by" CSTD" residents and their guests. Residents shall be responsible for the conduct of their guests.
- F. Beverages: There shall be no consumption of alcoholic beverages or controlled substances in the recreation areas. Glass containers are prohibited.
- G. Food: There shall be no cooking or barbecuing in the recreation areas except for authorized Community functions.
- H. Refuse: All refuse must be disposed of properly in the trash receptacles provided or removed by those who bring it into the recreation areas. No household garbage shall be deposited in any recreation area trash receptacle.
- I. Litter: No person shall litter the grounds or waters of the beach and recreation areas.
- J. Children: Children are the responsibility of their parents or guardians.

CANDLEWOOD SHORES TAX DISTRICT  
ORDINANCE 1988-1  
GOVERNING USE OF THE CSTD RECREATION AREAS

- K. No bicycles or recreational vehicles may be ridden within the recreation areas. Wheel chairs and handicap scooters are permitted.
- L. "CSTD" is not responsible for any personal injuries or personal property damage sustained while using the recreation areas or for the loss of clothing or valuables or any other personal property left or stored within the recreational areas.
- M. Parking: Parking is permitted in the designated parking areas within the recreation areas for residents' vehicles displaying a current "CSTD" identification pass, and for guests' vehicles displaying valid guest passes. Guests' passes are available at the Community Building during regular business hours.
- N. Overnight parking between the hours of 9:00 PM and 7:00 AM in the designated parking area for the beach and ball field is prohibited absent a written special permission of the duly authorized agent for "CSTD" or during a snow storm.
- O. Property Damage: No person shall deface, remove, destroy or otherwise injure in any manner whatsoever any structure, rock, tree, flower, shrub, or any other plant life nor disturb or molest any bird or animal in the recreation areas.
- P. Security: "CSTD" may employ security for the protection and safety of its residents. The requests and directions of security personnel shall be followed by all residents and their guests at all times.

Section 5 - BEACH AND SWIM AREA RULES:

- A. The beach is open to residents and guests from 7 AM to 9 PM. Residents and guests must present a Recreational Pass to enter the beach between the fence and lake. Passes should be available to be presented, upon request by a "CSTD" employee or Board of Director Member. No one is permitted to enter the beach without a Recreational Pass. During

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office hours a resident can obtain a Pass at the Community Building. On weekends a Driver's License or proof of residency is temporarily acceptable until issuance of a recreational pass or replacement pass.

- B. All swimming is at the swimmer's own risk. Swimming is allowed in the designated areas only.
- C. If a lifeguard is on duty, the lifeguard may request anyone to leave the beach area who is jeopardizing the safety or enjoyment of others. Persons so requested must comply.
- D. Swimming accessories will be permitted at the discretion of the lifeguard.
- E. Radios are permitted but shall not be played at an excessive noise level which interferes substantially with the comfort or safety of other occupants of the recreation area.
- F. No running, pushing or horseplay is allowed on the swim float, boat launching dock or beach area.
- G. Ball playing, frisbee throwing, or similar activities are not permitted in the beach area located between the fence and lake.
- H. Dogs and other pets are not permitted in the beach area except that leashed or caged pets may be brought to the boat launch area. Pets in transit to boat ramp area must be kept as close to the fence as possible.
- I. When the whistle is blown all activities should be stopped and attention directed to the lifeguard.
- J. Use of the Lifeguard Stand other than the Lifeguard is prohibited.
- K. No one is allowed on the rock jetty.
- L. No swimming under float.
- M. Flotation devices are permitted only at the discretion of the lifeguard who will take into consideration current beach traffic, weather and water

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conditions.

- N. No open fires are allowed.
- O. Residents may use inflatable boats outside the roped swimming area to go to or return from their boat moorings, but should enter the water by the boat ramp area. Passing through swim lines is prohibited.
- P. Any group greater than 15 persons require a CSTD certified lifeguard dedicated to that group at the resident's expense.

Section 6 - BOAT RAMP AND LAUNCHING AREA RULES:

- A. In order to use the "CSTD" Boat Ramp you must have a current "CSTD" parking pass and a key for the gate.
- B. A Key may be obtained at the "CSTD" Community Building upon presenting proof of property ownership. A one time \$20.00 administrative registration fee and a \$50.00 security deposit for the boat ramp key is required. The security deposit is refundable upon return of the key. To replace the first lost key will require a \$100.00 deposit; to replace the second key will require a \$200.00 deposit. A fourth key will not be issued.
- C. The boat ramp is for the exclusive use of "CSTD" & Pine Island residents only.
- D. Vehicles are to use the boat ramp only for the launching and retrieving of boats. Vehicles and trailers must be parked in the designated area. The following procedures must be enforced when a resident is using the ramp:
  - 1. Immediately after passing through the gate, the boat should be launched as quickly as possible.
  - 2. Before leaving the dock with your boat or after exiting the launch area with your vehicle and boat trailer, the gate must be locked to prevent unauthorized entry.
  - 3. Your vehicle shall be parked in the designated parking area.

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4. The loading dock is to be used for the pick up and discharge of passengers only. No boat may be tied up to the dock for more than twenty (20) minutes.

E. Swimming is not permitted in the boat launching area however, dogs under the control of their owner or walker may swim in the boat launch area only if there is no boat being launched or in operation in said area.

Section 7 Moorings

A. There is an established waiting list, which is strictly followed, for “CSTD” resident homeowners who own a boat and need a mooring. Contact the Office Manager (Harbormaster) to get your name on the list.

B. Boat registration must be in the name of the resident homeowner. Tenants are not permitted a mooring. Renting or lending a mooring to others is STRICTLY prohibited.

C. Resident homeowners must be in good standing and current on all taxes and fees.

D. All moorings should be checked annually, with chains replaced every three years. A minimum of three blocks of 225 lb. each are required. This is the owner’s sole responsibility, any vessel or mooring hardware that requires “CSTD” to tow and or remove will incur a handling fee.

E. All authorized buoys must have mooring number clearly marked and maintained by the owner, have a” CSTD” brass tag(supplied by “CSTD” Community Building) attached, and comply with state regulations.

F. “CSTD” Office Manager (Harbormaster) assigns the location in the water as permitted by current lake owner. Moorings MAY NOT be

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sold with the sale of a residence. Mooring location is forfeited, and offered to the next person on the waiting list.

- G. A mooring holder who wants to transfer a mooring must contact the Office Manager (Harbormaster) for the name of the next waiting resident. Transfer of mooring to a resident on the waiting list should not have a profit motive. Depreciated value of mooring may be recovered by transferring holder. A seller is transferring ONLY a buoy, chain and blocks to the buyer.
- H. Each mooring holder is required to pay an annual \$50 fee to cover annual buoy field realignment and maintenance on the dock and storage area. Failure to pay the annual fee will result in a forfeiture of the mooring location and buoy, chain and anchor will be removed.
- I. Each year boat owners must provide a copy of the current valid CT Vessel Registration.
- J. Boat length is limited to twenty-four (24) feet maximum.
- K. A change in boat registration must be provided in writing to Office Manager (Harbormaster) within 15 days.
- L. Dinghies used to row out to mooring must have mooring number clearly marked, and must be registered at the Community Building.
- M. "CSTD" is not responsible for any damage done to individual boats, dinghies, lines or moorings.

Section 8 – BALL FIELD RULES:

- A. Only residents and guests may use the ball field for any function. The resident is required to attend and is responsible for the actions of guests.
- B. Dogs and other pets are permitted on the ball field, provided that such

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pets are under the control of their owners or walkers at all times, and provided further that such owners or walkers shall promptly remove any and all waste left by the pets.

Section 9 – VIOLATIONS AND PENALTIES:

- A. The penalty for violation of any provision of this Ordinance shall be a fine of not more than (\$30.00) Thirty Dollars for each offense except for the disposal of household garbage deposited in any trash receptacle maintained by the Tax District.
- B. The disposal of household garbage shall be a fine of (\$75.00) Seventy-Five Dollars for each offense.
- C. “CSTD” reserves the right to exclude from the recreation areas any person who repeatedly and knowingly violates any provision of this Ordinance.

DATE ENACTED: MAY 21, 1988  
DATE PUBLISHED: JUNE 30, 1988  
DATE EFFECTIVE: JULY 15, 1988

ATTEST:

ANN BIENIUS, CLERK  
CANDLEWOOD SHORES TAX DISTRICT

DATE AMENDED: MARCH 21, 2012  
DATE PUBLISHED: April 11, 2012  
DATE EFFECTIVE: May 11, 2012

ATTEST:

CANDLEWOOD SHORES TAX DISTRICT  
ORDINANCE 1988-1  
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VALERIE SWATZ, CLERK  
CANDLEWOOD SHORES TAX DISTRICT