

(Draft-subject to approval)

**Candlewood Shores Tax District Board Meeting Minutes - September 20, 2023**

**Call to Order at 7:39pm**

Elizabeth made a motion to call the meeting to order at 7:39pm. Alan Owen seconded. All in favor, motion carried.

<b><u>Roll Call:</u></b>	<b><u>Present</u></b>
Elizabeth Longworth- President	Yes
Alan Owen- Vice President	Yes
Jonathan Lepler- Director	Yes
Kelly Lane- Director	Yes
Timothy Cicchese- Director	Absent
Larry Cohen- Director	Yes
David Samuels- Director	Remote
Norman Edelson- Treasurer	Remote
Robert Yamuder- Secretary	Yes

Travis Hyatt, Regional Manager- Scalzo	Yes
Brandon Hyde, CSTD Office Manager	Absent

Pledge of Allegiance lead by Alan Owen.

**Public Hearings-** None.

**Guests-** None.

**Approval of Minutes-**

Dave Samuels asked to have all written motions be made part of the minutes as approved. Travis will attach written motions to August's minutes and all minutes moving forward. Elizabeth made a motion to approve minutes dated August 16, 2023. Alan seconded, all in favor, motion carried.

**Public Comment 1-**

Christienne Gerlinger co-owner of 39 Longview Drive read her letter aloud stating that she rents her home out as an AirBnB and hires a professional management agent to ensure her short-term renters are following rules and conduct themselves appropriately. She reported that she files the correct permit applications with the Town when renting out her home. The Board requested a copy of her application and she said the Board can obtain a copy directly from the Town. In closing, she offered to be the liaison for CSTD rentals.

**Treasurer Report-**

Travis reported on behalf of Treasurer Norman Edelson, who was experiencing technical difficulties while trying to attend the meeting remotely, that the CSTD bank account balances as of 8/31/23 are:

CSTD Operating (OP) account balance	\$ 256,090.41
CSTD Insured Cash Sweep (ICS) account balance	<u>\$1,659,925.09</u>
Total CSTD Bank Balance	\$1,916,015.50

CS Water Department Operating (OP) account balance	\$ 92,567.56
CS Water Department Insured Cash Sweep (ICS) account balance	\$163,058.90
Total CS Water Department Bank Balance	\$255,626.46

**Management Report-**

Travis read through the status of the updated action list provided and work orders from the previous meeting. Travis requested Robert help him find more information one the MS4 filing requirements.

There were no permits requested for review.

**Committee Reports-**

1. Beautification- Irrigation will occur in the Spring 2024.
2. Recreation- Jonathan Lepler reported the Fall Festival is planned for this year. Residents are enjoying the beach events held this year.
3. Safety (Owen)/Security (Larry)- Owen reported that safety signage is in good condition. Speed humps were discussed later during the meeting as reported below. Larry provided an update on proposed security gates and guard booth including cameras for an estimated \$125,000. Elizabeth opined that the back entrance on Kellogg Street near the fire house has to be addressed in terms fire truck access. Kellogg Street used to be a one-way street until the 1980's. Owen reiterated that Town police will not pursue stolen cars by chasing stolen vehicles. Jonathan mentioned that arrest laws have to be changed by State elected officials. Larry reminded residents to lock car doors.
4. Ordinance- Dave Samuels reported updates on the AirBnB discussion later in the meeting. The Board is looking into adding an ordinance requiring, by permit, to use organic, nitrogen-free fertilizer on properties fronting the lake.
5. Landscaping Report- Adam Singer submitted notes about installation of reflectorized posts at speed humps being nearly complete, bushes are being trimmed, storm drains are being cleaned out, all catch basins were inspected in 2021 and found to be in good condition, beach erosion is being addressed with sand replenishment, speed humps are being painted with warning stripes, the kayak area has been cleaned, planting plans are to include new mums, storm clean-up includes removal of broken branches, Elizabeth reminded residents to separate branches from fall clean up and not mix with grass clippings and public areas are being mowed three times per due to excessive rain.
6. Sewer Committee Report- Sewer Committee member Jim Minor Chair read aloud Tim Cicchese's update on his attendance at the most recent WPCA meeting. Tim's report stated the septics are not polluting the lake and reiterated a recent survey showed 93% of residents voted against sewers. He requested WPCA not be allowed access to CSTD roads. Mr. Bruce Alexander stated he sent the Town letters stating he supports denying WPCA access to CSTD roads for future surveying concerning the proposed sewer project even though Matt Brown of WPCA reportedly said the proposed sewers only in a survey stage. Dierdre Courey of 57 Skyline Drive reportedly attended a follow up WPCA meeting scheduled by WPCA on the same night of this CSTD Board meeting held on 8/20/23 and will contacted to report her findings. The Board discussed asking candidates running in the Town November elections who is for or against the sewer project. It is understood WPCA needs and was seeking Town approval to support the proposed sewer project for bond funding. Alan Owen said Bond Anticipation Notes (BAN's) would be needed to fund the sewer project. Elizabeth suggested our attorney be contacted about eminent domain questions if needed.
7. Harbor Master- Harbor Master Ronnie Shepherd inquired about the status of the paving at the boat ramp and the removal date of the stored kayaks. The Board discussed contacting other paving companies to perform this work. Travis will schedule the date of the repaving. Residents who hold moorings will be contacted in writing as reportedly moorings are not being used more than 50% of the year.

**Administration**- No update to report.

### **New Business-**

1. Pickleball Proposals- 3 proposals received and reviewed. 2 proposals were deemed acceptable for further review. Single court dimensions are 30' x 60'. Location of court determined to avoid existing underground water pipes near basketball court. 3 distressed maple trees are to be removed to accommodate the new court. Net and fence to be included. Elizabeth made a motion to retain Bouchard Construction to install one pickleball court as per proposal for a cost not to exceed \$13,500. Owen seconded the motion and all voted in favor, motion passed.
2. Blight Issue on Mountainview- Elizabeth described the subject property as being abandoned, unkept, with dead animal inside. This property will be discussed with the Town to decide concerning this blight property. Elizabeth will tell the Town this blight property is a liability in its present state at her meeting with the Town on 9/28/23. There is a \$124,100 lien on this property.
3. Geese Discussion- Travis provided a proposal regarding the use of border collies to chase the geese. The Board discussed the option of securing 2 decoy coyotes at \$100 each that may be moved as needed but need to be secured to avoid vandalism. Anchors for the proposed decoys may be installed by Adam.

### **Old Business-**

1. Pump House Generator Update- Late fall is the delivery for the new generator. Travis will follow up.
2. Speed Hump Update- Alan Owen suggested the Board consider formal specifications for speed hump installations designed as wider speed tables instead of speed humps. Elizabeth commented that the speed humps were supposed to match the sample at the basket ball court location. Elizabeth and Jonathan requested Travis review the speed hump proposal and quote to ascertain what was expected to be installed compared to what was actually installed.
3. Remote Meetings- Dave reported that the equipment to upgrade the remote access has been delivered and tested which was determined to be in working order. Th equipment is ready for use at the next scheduled Board meeting which requires a minimal amount of set up. Dave can show all Board members how to set up the equipment. Elizabeth suggested Brandon is no longer needed to attend the Board meeting as minutes are now being taken by Robert and Brandon does not need to help set up for the future meetings.
4. AirBNB Discussion- Dave Samuels reiterated that the Board attorney stated in his written response that the Town ordinance are to be followed in terms of AirBnB application. CSTD is meeting with the Town to propose changes to the Town's AirBnB rules.
5. Boat Ramp Roadway Update- Discussed earlier, see update above.

**Second Public Comment**- No comments received.

### **Executive Session-**

A motion was made to go into executive session by Elizabeth and seconded by Alan to discuss legal items. Motion unanimously approved at 9:02pm.

Adjournment- Elizabeth made a motion at 9:15pm to adjourn the meeting. Seconded by Alan. All in favor, motion carried.