

Draft minutes subject to approval.
Edits and approvals can be found
in succeeding minutes

Candlewood Shores Tax District Board Meeting Minutes - November 15, 2023

Call to Order at 7:30pm

Elizabeth made a motion to call the meeting to order at 7:30pm. Kelly seconded. All in favor, motion carried.

Roll Call:

Elizabeth Longworth- President
Alan Owen- Vice President
Jonathan Lepler- Director
Kelly Lane- Director
Timothy Cicchese- Director
Larry Cohen- Director
David Samuels- Director
Norman Edelson- Treasurer
Robert Yamuder- Secretary

Present

Yes
Remote
Yes- Present until 9:10pm
Yes
Remote
Remote
Remote
Yes
Yes

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

Pledge of Allegiance lead by Elizabeth.

Public Hearings- None.

Guests- None.

Approval of Minutes-

Robert reported the October 18, 2023 minutes are nearly complete and will be sent to Board members for review and comments this week for approval at the next meeting.

Public Comment (first)-

Jim Minor, South Lake Shore Drive, inquired about the status of active well pumps. Elizabeth reported Well #1 was shut down and 6 other wells remain on line. More discussion about water wells occurred later on during the meeting.

Treasurer Report-

Investment Resolution- Norman reported he is continuing his efforts to research investing CSTD's available cash in accordance with the CD Ladder option described in a handout he presented a Resolution to the Board which read: Be it resolved that:

"The Board agrees to invest CSTD's available cash in accordance with the CD Ladder option described in handout, copy attached. The CD Ladder will be implemented through Newtown Savings Bank's affiliate, and the Board authorizes me (Norman), as Treasurer, to open up such accounts and to execute the such documentation as may be needed, and to direct the investment of CSTD funds in CD Ladders, in such amounts and such maturities as I (Norman) deem reasonable and otherwise generally as described in the handout."

Norman specified that \$100,000 would be invested as of 01/01/24 through 07/01/24. July revenue could be invested at that time. In speaking with Susan, Norman reported that a surplus in the amount of \$200,000 can be carried. Monthly balance sheets will be distributed to show investments and yields.

Norman made a motion to approved the aforementioned Investment Resolution and Robert seconded the motion. The Board approved the resolution unanimously, motion passed.

Water Rates Discussion- Norman reported the water account is running at a \$60,000 loss and is not accruing enough funding to sustain the account and does account for depreciation of the water system. The Water department account is operating at a loss for several years. Elizabeth agreed that water rates must increase and reported CSTD's water rates are among the lowest when discussed with State representatives. Elizabeth further reported Water rate increases were discussed in the past, however, were not increased last year as CSTD tax rates increased at a high rate. A Water rate increase was now discussed raising rates by approximately 15% from \$2,300 to \$2,700 per household collected every 4 months. The increase could be accomplished by raising the minimum water rate for 0-5,555 gallons from \$54 to \$72 (\$18 rate increase per household).

The CSTD bank account balances as of 10/31/23 are:

CSTD Operating (OP) account balance	\$ 268,677.36
CSTD Insured Cash Sweep (ICS) account balance	\$1,642,511.79
CSTD Other	\$ 408.99
Total CSTD Bank Balance	\$1,911,598.14
CS Water Department Operating (OP) account balance	\$ 74,114.52
CS Water Department Insured Cash Sweep (ICS) account balance	\$ 106,587.65
Total CS Water Department Bank Balance	\$ 180,702.17

Management Report-

Travis read through the status of the updated Action List provided on page 4 of the Board package. Travis reported he reached out to 8 irrigation vendors to obtain proposals to irrigate the planted island at the entrance to the Shores. Elizabeth reported that electric was previously brought to the island in anticipation of an irrigation pump when the lights to the flag pole was installed. Norman suggested the new water pump be included under regular maintenance including winterizing of the new pump when installed. The Town was contacted about the status of 42 Mountainview regarding the repairs to the property and Travis will report his findings at the next meeting. The contractor RRG who submitted a proposal to repair the back staircase to the clubhouse will be checked for references.

There were no permits requested for review. There were no new work orders.

Committee Reports-

1. Beautification- Elizabeth reported the flower boxes are scheduled for winter removal.
2. Recreation- Jonathan reported that the Recreation Committee is meeting this month.
3. Safety (Owen)/Security (Larry)- Elizabeth would like to look into key Fobs for beach access next year. Larry reported he is looking into key Fob access options. Alan suggested using simple passes with individual photo ID's which can be printed and laminated in-house with pass ID numbers. Alan will report next month on costs.
4. Ordinance- Dave reported ordinance were updates and approved as per last month's Board meeting and should be reflected in the forthcoming minutes. Travis will confirm the minutes include all resolution attachments. Alan suggested looking into short term and long term beach ordinances which Dave agreed to look into and also regarding temporary guests.
5. Landscaping Report- Elizabeth spoke to Adam about the higher than normal amount of leaves to be picked up this year. Travis will send another leaf notice reminder to residents and will alert residents with hang tags who do not follow the rules of leaf pick up requirements. The beach dock will be removed next week.
6. Sewer Committee Report- Jim Minor reported for Tim who was participating remotely and reported many Board members along with many concerned residents and a State representative attended the last WPCA meeting on November 13, 2023 where the WPCA announced the sewer project was being shelved. Residents and Board members spoke publicly about the high cost, lack of need (CDM consultant reported the quality of the lake water is good), lack of transparency, inaccurate reporting of facts and lack of existing or proposal for new tank capacity (no tank or location of tank presented). Norman reiterated that \$5 million in repaving costs were not part of WPCA's cost estimate either. Although WPCA reported the sewer study will be shelved, residents questioned why WPCA still may send a survey (no date given) to residents about their sewer proposal and Scalzo agreed to send

a notice ahead of the survey reminding residents to review all of the facts in the videos presented before answering the survey questions. A previous survey yielded an overwhelming response showing residents do not need or want sewers. Jim Minor stated that the CDM consultant contract did not include a budget to perform an additional survey. Norman opined that the proposed survey will not address or accurately reflect the number of people in each household (WPCA could use an estimate much higher than actual) and could wrongly assume inaccurate estimated numbers of septic systems in need of maintenance.

7. Water Committee- Elizabeth reported according the Charter, that she as President can choose to designate a sub-committee such as a Water Committee, if needed, and has the power to appoint delegates to serve. Therefore, Elizabeth moved to amend the motion made by Robert from the last meeting to request the formation of a Water Committee and requested to appoint Kelly Lane as the Point-of-Contact concerning water-related issues along with having Robert, Tim and Angelo Aldana as alternate contacts and others as needed. Norman will continue to research costs involved in running the water system. Robert reported that the intent in proposing the creation of a Water Committee was form a group to research water issues and report to the Board on their findings. Elizabeth opined that she, Kelly and the alternate contacts identified above would still work together cohesively to research water issues and still report back the Board which may be more efficient as she and Kelly are nearby during the week and available to meet with maintenance contractors and State officials concerning water issues as needed. Elizabeth made a motion and Norman seconded, motion passed.

Elizabeth received a written quote from Tomascak Plumbing to inspect well casings at each of 7 wells at a price of \$1,000 per well for a total of \$7,000. Kelly read the quote aloud. Elizabeth further reported that the Board has to rectify water quality issues within 1 year and therefore made a motion to approve the proposal for a cost not to exceed \$8,000. Alan seconded the motion, the motion passed.

Kelly reported that nitrate levels vary from 6.79 at well #9 to 11.2 at well #1 (recently shut down). In October 2023, the wells were tested from 2 different labs at points of entry and nitrates ranged from 5.6 and 9.25. All well casing are to be inspected as per Tomascak proposal above.

Cellular service as approved previously is scheduled to be installed next week. A transducer will be installed shortly as well.

Adam Singer is getting estimates for wood repairs to the pump houses. Kelly is looking into estimates to repair the concrete roof at the water storage tank.

Elizabeth reported that dog feces were found at the immediate location of 2 of the water wells in the ball field area. Fencing will be placed at these well locations and signs will be hung advising pet owners to pick up after their pets.

8. Harbor Master- Harbor Master Ronnie Shepherd reported that the paving project at the boat ramp was successfully completed and requested that all kayaks be removed before winter sets in and will send final notices accordingly.

Administration- No update to report.

New Business-

Meeting Setup Discussion- It has been requested to have Brandon set up the audio/video system before each Board meeting and have Brandon stay at each Board meeting to ensure the audio/visual equipment is functioning properly during the meetings. This has been estimated to take 3-4 hours per month. Brandon's current workload and hours will be discussed during the Executive Session portion of the public meeting. Dave made a motion and Tim seconded the motion. The motion did not pass as the Board voted 3 in favor, 1 opposed and 3 abstained. The motion was tabled and may be discussed at a further meeting.

Old Business-

1. Pump House Generator Service Update- A proposal was received from the same company that installed the new pump house generator to provide maintenance services to the 2 generators for \$500 each generator. Norman made a motion to approve the proposal, Jonathan seconded the motion. The motion passed.

2. Speed Hump Update- Travis is awaiting the contractor's response to the Board's inquiry into why the speed humps were not properly installed as per specifications.

Overhead Doors- Jonathan reported that he received a quote from Overhead Doors for replacement doors with insulation and no motors (manually opens). The Fire Marshall previously reported that the building must meet fire code standards including fire stops, ceiling repairs, removal or protection of gas and gas-powered equipment in fire-proof lockers, exit signs, emergency lights, paint storage, outlet repairs, and staircase replacement (Travis is obtaining quotes). Travis told Jon the Board may be charged for projects that require special quotes be obtained.

3. AirBNB Discussion- Dave met with Tara Carr and Town Attorney to discuss AirBnB ordinances in terms of CSTD coming up with our own policy to supplement the Town AirBnB ordinances (similar to blight ordinances). Dave is seeking second opinions and is contacting other attorneys towards CSTD having its own policy and restriction to regulate and enforce AirBnB's.
4. Boat Ramp Roadway Update- Discussed above.
5. Blight Issue on Mountainview- Discussed above.
6. Irrigation Proposal- Discussed above.
7. Staircase- Discussed above.

Second Public Comment-

Bert Coleman, 37 Twilight Lane, commented that Elizabeth's microphone cuts out often. He asked why the Board voted to approve the only proposal received to inspect the water wells received from Tomascak. Elizabeth and Kelly responded that the Board can approve the proposal given that it was less than \$10,000 and the emergency nature of having the wells inspected immediately to avoid State potential violations. Kelly reported that filtration is not an option as there is no place to discard the backwash. Bert commented on possible installation of new wells to which Travis responded that the Board is investigating the cost of new wells and is in contact with the State on the locations and depths given their expertise in the field.

The next regular Board meeting is scheduled for Wednesday, December 13, 2023.

Executive Session- Elizabeth made a motion to go into Executive Session at 9:30pm, second by Norman to discuss personnel and confidential matters.

Alan made a motion to end the Executive Session, Larry seconded. Motion passed.

Adjournment- Elizabeth made a motion to adjourn the regular Board meeting. Seconded by Kelly. All in favor, motion carried.