

(Draft minutes subject to Board approval. Edits and approvals can be made and found in succeeding minutes.)

Candlewood Shores Tax District Regular Board Meeting Minutes - September 18, 2024 *Draft*

Location: Clubhouse

Call to Order at 7:30pm

Angelo Aldana made a **Motion** to call the meeting to order at 7:30pm. Norman seconded. All in favor, motion carried.

Roll Call:

	<u>Attendance</u>
Angelo Aldana- President	Present
Joseph Rizkallah- Vice President	Present
Norman Edelson- Treasurer	Present
Jonathan Lepler- Director	Present
Timothy Cicchese- Director	Present
David Samuels- Director	Present
Douglas Jenks- Director	Present
Michael Walsh- Director	Present
Robert Yamuder- Secretary	Present

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

Pledge of Allegiance lead by Angelo.

Public Hearings- None.

Guests- None.

Approval of Minutes- Jonathan made a **Motion** to approve 08/21/24 CSTD Meeting Minutes. Michael seconded, motion approved unanimously 7-0, motion carried.

Public Comment

Public Comment #1- Anthony Pucci, 37 Clearview Drive, raised concerns regarding a tree adjacent to his property. Angelo responded that this issue will be discussed later tonight under New Business.

Public Comment #2- Kate Reale, 35 Mountain View Drive, reports that she purchased the vacant lot next to her property located at 37 Mountainview Drive. She is requesting a driveway permit to install a proposed driveway. Brandon asked that she contact him directly to obtain the requested permit and he can walk her through the process.

Public Comment #3- (Remote call) Elizabeth Cohen-Longworth, 1 South Lakeshore Drive, tried to call in and experienced technical difficulties while calling in. She was able to call back during the second Public Comment period later in the meeting.

Treasurer's Report- Norman Edelson, Treasurer

Norman read his report into the record including the status of CD investments and the following CSTD bank account balances as of 08/31/24:

CSTD Operating (OP) Newtown Savings Bank (NSB) account balance	\$ 62,896.14
CSTD CD account balance	<u>\$2,205,000.00</u>
Total CSTD Bank Balance	\$2,267,896.14

CSW Water Department Operating (OP) NSB account balance	\$ 67,596.81
CSW-NSB-6moCD	\$ 61,099.57
CSW-Other CD	<u>\$ 75,000.00</u>
Total CSW Water Department CD Bank Balance	\$ 203,696.38

Norman reported that the Water fund was down approximately \$50,000 this year and was down approximately \$30,000 last year. Angelo stated that there was an expected loss of \$14,000 as an operating loss. Norman is working with David as the Water balance must be reconciled and Angelo added the Water balance must be maintained with a consistent operating budget at \$200,000. Doug opined that breaking even on the Water balance is

acceptable, however, reserves should not be regularly reduced due to operating budget losses attributable to expensive repairs and meter reclassifications and he will also help review the Water fund budget.

Management Report-

1. Action List- Travis read through the status of the updated Action List. Highlights included the landscaping contract is under review for possible updates, roadway work included repairs and lane line striping and the garage door proposal is forthcoming. Additional items will be discussed during the Old Business portion of tonight's meeting.
2. Permit Requests- No new permits requested.

Committee Reports-

1. Beautification- Jonathan reported on the Clubhouse budget.

A Motion was made by Jonathan regarding the painting of the garage door in a shade of blue approved by the Board and was seconded by Norman. The Board voted unanimously to proceed with the garage door painting. The Motion carried 7-0.

A Motion was made by Jonathan regarding the purchase of a "Free to Use" Library Kiosk made out of weatherproof material for \$400 and was seconded by Norman. The Board voted unanimously to proceed with the subject purchase. The Motion carried 7-0.

2. Recreation- Jonathan introduced Bunny from the Recreation Committee who updated the Board on the following events: Saturday's band night was well attended and well received and is considering one more band night this year; Fall Fest is the next big event; proposed a mini-golf event; proposed using a resident volunteer for free DJ services; over 100 pieces of apparel were purchased and new items will be for sale shortly; Halloween with costumed dog parade being scheduled; additional security will be added for Halloween; proposed food pantry in the future; holiday Tre lighting with music and treats upcoming including volunteer Fire Department with Santa and children's holiday party; annual house lighting party; and charcuterie board/food contest.
3. Safety/Security- Jonathan reported the speed humps are scheduled to be painted and reflectorized posts are to be installed.
4. Ordinance- David reported the Ordinance Committee is scheduling their next meeting to review all ordinances, new and old.
5. Landscaping Report- Travis reported he requested Adam pick up loose litter in the District and continue catch basin cleaning as needed. Adam will ensure water valves are painted.
6. Harbormaster Report- The Harbormaster reported the last remain mooring was sold and moorings continue to be maintained.

Administration:

New Business-

1. Road Maintenance- Tim met with Miguel from A&J Construction to discuss plans for large and small roadway and catch basin maintenance to identify and prioritize existing conditions in need of repair.
2. Tree Concern- Brandon reported that he was notified by the owner of 37 Clearview Drive, Mr. Anthony Pucci, who was in attendance tonight, about a large tree that was reportedly leaning and dropping acorns. Mr. Pucci reported that the acorns and branches are falling on his cars and on his driveway and he distributed photographs. Angelo responded that the CSTD Board can look into the tree removal if necessary and would like to save the tree if possible. The Board needs to determine where the tree is located in terms ownership on which side of the Right-of-Way property line and a tree expert will have to determine the health of the tree. Travis reported that he will contact Eversource as the tree has grown into power lines that for safety reasons may have to be pruned by Eversource.
3. Clubhouse Rental- Angelo suggested the Board look into regular maintenance of the Clubhouse as the last Maintenance occurred 7 years ago which including painting and minor repairs. Angelo requested the Board look into the rental fee currently at \$50 for a day plus a \$200 deposit which should be raised to a higher fee. Brandon will look into cleaning and rental costs.
4. Absentee Voting Discussion- Doug reported residents are interested in absentee voting. Doug is looking into legal issues involved in terms of what Connecticut laws apply and what is permissible including a possible referendum requirement.

5. October Board Meeting Date Change- Angelo requested the next CSTD Board meeting be changed to Thursday, October 10th.

A Motion was made by Angelo to change of the date to hold the next CSTD Board meeting to Thursday, October 10, 2024 and was seconded by Norman. The Board voted unanimously to proceed with date change to the next CSTD Board Meeting. The Motion carried 7-0.

6. Erosion Control- Jonathan started the discussion on erosion control reported it is part of a permit process. Hay bails and temporary silt fences are required on construction sites. Angelo suggested CSTD look into model ordinance to detail requirements after a construction permit is approved. Doug added the procedure should include requirements during construction and after construction. Jonathan is looking into the Town's ordinance as a start.

Old Business-

1. Clubhouse Garage Update- Brandon is awaiting a response to his inquiries on the status of clubhouse work.
2. Blight Panel Creation- Angelo reported a Blight Panel needs to be created to review blight complaints. David stated he can be contacted to discuss issues and Angelo mentioned current ordinances outlines blight panel procedures.

A Motion was made by David regarding the appointment of Marie Edelson and Dave Chilaney to be panelists on the CSTD Blight Committee and was seconded by Michael. The Board voted unanimously to proceed with the aforementioned appointments. The Motion carried 7-0.

3. Water Treatment Update- Angelo reported he continues to work with Mike Hage on his preparation of the Lead and Copper Inventory Report and the Asset Management Plan. Goal is to have both completed by October 16th deadline for submittal. Lead and Copper testing is reportedly required every 3 years and all tests must fall below the threshold limits. The Board can vote on the report at the October 10th CSTD Board meeting. Nitrate level are between 6.4 and 6.6 which is Reasonable range and Well #1 has been taken off line. Water filtration continues to be looked into and the engineer continues to collect data and its identifying vendors. The loan grant submittal response determined the CSTD is eligible for \$1.065M for funding to be used this Fiscal Year (by June 30, 2025) and requires an engineering study and fiscal plan. CSTD can reapply for as needed for additional grant funding. No formal proposals have been received from Aquarion and Angelo reported Aquarion does not require obtaining property and no surcharges will be assessed to homeowners as PURA must approve any rate changes.

Creation of a Septic Committee was discussed and was determined to be a priority to monitor existing septic tanks and septic complaints and issues. Bert Coleman expressed interest in being part of a future septic committee and additional volunteers may be identified in the future. Jonathan and Angelo suggested a spreadsheet be generated of the 520 homes to start tracking the condition and inspections of septic tanks.

A Motion was made by Angelo to create a Septic Committee to track the condition and inspections of septic tanks the District and was seconded by Norman. The Board voted unanimously to proceed with the creation of a Septic Committee with Bert Coleman as Chairman and Tim as Deputy Chairman. The Motion carried 7-0.

Second Public Comment-

Bert Coleman, 37 Twilight Lane, inquired about the status of dilapidated property at 42 Mountainview which reportedly had \$30,000 in fines paid with \$75,000 still owed. Angelo reported the property continues to receive fines daily and the Town is proceeding with foreclosure action.

Elizabeth Cohen-Longworth, 1 South Lakeshore Drive, called in remotely to inquire when mums are scheduled to be planted, inquired about the status of painting the clubhouse doors under reported a previously approved capital improvement project, discussion of corrections to the Board minutes, suggested consideration of Bingo nights if there are no issues with insurance coverage, and new trees are not allowed to be planted within the District Right-of-Ways.

Kelly Lane- Trees discussed previously at the Board meeting were reportedly submitted to First Light in the past. Angelo will look into following up with First Light. Jonathan reported the Town has a tree warden to look into tree matters and First Light has tree professionals look into tree issues as well.

Anthony Pucci, 37 Clearview request a copy of the tree report adjacent to his house as discussed previously at this Board meeting. Angelo is looking into this tree issue for further discussion at the next Board meeting.

The next regular CSTD Board meeting is scheduled for Thursday, October 10, 2024, 7:30pm in the Clubhouse.

Executive Session- At 8:50pm, **Angelo made a Motion to enter into Executive Session to discuss an employee matter which was seconded by David. The Motion was unanimously approved by the Board with 7-0 vote.**

A Motion was made by Norman to end Executive Session which was seconded by David. The Board unanimously approved the Motion with a 7-0 vote.

Adjournment- Norman made a Motion to adjourn the Regular Board meeting at 9:47pm which was Seconded by Angelo. All in favor, motion carried with a 7-0 vote, meeting adjourned.