

(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 - December 18, 2024 *Draft*

Location: Clubhouse

Call to Order at 7:30pm

Roll Call by Robert:

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

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

Pledge of Allegiance lead by Angelo Aldana.

Public Hearings- None.

Guests- None.

Approval of Minutes- Michael made motion to approve. Jon seconded. All in favor, motion unanimously carried.

First Public Comment Period

Public Comment #1- Alan Owen, 28 Longview Drive, reported he received one bid response for cameras and expects two more bid responses to come which he will submit to Scalzo upon receipt of same.

Public Comment #2- (Remote call) Deidre Corey, 57 Skyline Drive, stated she sent a letter to the Board which she opted to read into the record and request be attached to the Minutes. Angelo reported he received the letter 4:00PM today.

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 11/30/24:

Total CSTD Bank Balance	\$2,199,322.21
Total CSW Water Department CD Bank Balance	\$ 182,253.57

Management Report-

1. Action List- Travis of SPM provided a report based on the previous month's action list.
2. Compliance process- Angelo reported receiving complaints about ordinance violations, such as cars parked on grass, garbage pails left out, overgrown brush and other things affecting overall general appearance of our community. As a result, the Board, Travis and Brandon will institute a compliance process for conducting inspections, monitoring and enforcing compliance. Starting in January 2025 there will be at least 2 inspections per week. Residents who violate ordinances will be sent a warning letter. If violations are not fixed a second letter will be sent out imposing a fine. Residents can request a hearing at a Board meeting to dispute fines. Angelo pointed out the great majority of residents take pride in our community and comply with all ordinances. The Board does not want to issue violations and fines– it is a last resort for those who refuse to comply. Regarding Blight – there is a separate Ordinance that has its own process for handling complaints. There is a Blight Panel that will consider all complaints and evidence to determine whether there is a blight violation.

Tim made a **Motion** that the Board may want to consider not holding a regular Board meeting in January due to holidays and vacation schedules. The motion was seconded by Joe and the Board voted unanimously to cancel the January 2025 Board meeting.

Angelo suggested the Board set a date for the next Annual Meeting. Tim made a **Motion** to tentatively hold the Annual Meeting on May 24, 2025 at 10:00AM at the Fire House which was seconded by Jon and the Board voted unanimously to approve the motion.

Committee Reports-

1. Beautification – Angelo thanked Elizabeth Longworth and Nancy Knorr for their work on the Holiday plantings.
2. Recreation – Jon Lepler reported on the upcoming Santa event for the children and the annual holiday lighting contest. Brandon and Travis reported on the date change for the caroling event due to rain and over 35 people attended. Angelo thanked Meghan Lepler and the Rec Committee for arranging the Holiday events.
3. Safety/Security – Alan Owen provided updates on his camera research efforts.
4. Ordinance – Chris provided updates to the Noise Ordinance 1988-2 referencing the Town's sample language which includes a \$30 fine and was ok with the Board regarding the fine amount. Discussion regarding 1988-1 Recreation and Common Area ensued when Angelo suggested a Barbecue area at the beach. Jon responded it would not be in the Board's best interest due to liability concerns. Frisbee/ball playing on the beach will remain prohibited at the Board's discretion as Angelo pointed out there is no lifeguard at the beach to decide and therefore it was determined to leave the code under Section 3 as is. Matt Murphy of 3 Skyline Drive indicated he would like to be on the Ordinance Committee. Dogs are prohibited from the beach and Section 2 Pet Waste fine was discussed to be increased from \$30 to \$100.
5. Landscaping Report – Adam was unable to attend, but Angelo spoke to him. One resident complained about snow plowing and sanding during recent snow. Angelo said he is in touch with Adam during snowstorms, and Adam monitors the weather carefully on 24 hours basis, and as he has done for over 10 yrs, if there's any threat of storm conditions, he promptly sends two trucks to the Shores that go over all the roads until storm is over. Inevitably there may be one or two issues,

but overall Adam's men do a great job maintaining our roads during snow. A problem Adam mentioned: people blowing or shoveling snow into middle of street after his trucks have cleared the road and not to clean cars from snow in parking lots. That is dangerous, can lead to ice patches. Notice will be sent out to all residents reminding them this is not permitted. Angelo thanked Adam and his crew on being responsive and professional in terms of plowing and salting the streets and for remaining on call when inclement weather is forecasted.

6. Harbor Master – Ron Shepard reported that all boats and kayaks have been removed for the season.
7. Blight Panel – Dave met twice with the Blight Committee since the last Board meeting. Section 2019 had grammatical corrections and Angelo suggested the Board use the Town Ordinance which contains more specific language.

Angelo laid out the procedure for the 3-person Blight Committee for the Blight Panel to review including: 1) letter can be sent stating the owner has 30 days to remedy or request a Public Hearing; 2) a second letter will include a fine if not remedied or a Public Hearing can be requested; and 3) a fine will be issued. Angelo will add this to the next Board meeting.

The Board discussed sheds that are visible from site. Concerns can be referred to the Town Zoning Board to review. To bring shed concerns into compliance, fines can be ultimately issued in accordance with the Town's ordinance including \$20 in the first week, \$50 in the second week and \$100 in the third week.

Administration:

New Business-

1. Road Maintenance – Tim and Jon continue to work on road maintenance issues and are working towards compiling and presenting a paving bid package.
2. Cable Consulting Agreement- Will be discussed at a later meeting.
3. Nominating Committee – Angelo said he had discussed with Nancy Johnson who has been doing all the work. The Nominating Committee does not have a charter, and Angelo proposed that one be drafted. Discussion was had regarding membership, with both Board and non-Board members, and also as to responsibilities, such as the vetting of candidates, conducting background checks and recommending a slate of candidates. Board agreed to consider a charter at the next meeting.

Old Business-

1. Clubhouse Garage Update- Discussed installing a swing door to replace the existing door.
2. Line Painting Update- Awaiting proposals from additional vendors contacted.
3. Water Treatment Update-
 - a. Angelo said there were reports of cloudiness in water. Tom Tomaszak, our water operator, checked water several times, and confirmed cloudiness due to air bubbles, which have no impact on water. The December lab test results did not indicate anything out of the ordinary. Tom said air bubbles due to drought conditions and reliance primarily on 2 wells to keep nitrate level down. Tom will take steps to reduce the stress on the 2 wells by adding a third well with the next lowest nitrate level, although that will require a specialist to reprogram the control panel. This action is expected to reduce the air bubbles.

- b. **Board Action Plan.** Angelo and Travis met with Mike Hage on December 4th to go over the asset management plan. He needs financial information and data on maintenance and capital improvements to complete the plan and calculate the amount of annual reserves needed. The plan is to complete reviewing the engineers report next month, finish the asset management plan and obtain proposal from Aquarion. Unfortunately, Aquarion will not make proposal until their buyer announced, expected early 2025. This is out of the Board's control, will delay process, but Board still plans on completing evaluation of options by March/April 2025.

Angelo said that the Board's analysis and evaluation of options will have significant impact on our community, and the prudent thing is to have an independent third party expert review and confirm the Board's evaluation. Accordingly, Angelo requested Wright-Pierce, the engineers who worked on the PFAS project, to conduct a third party review of all calculations, analysis and recommendations, and to attend a community meeting, and they agreed to do so for \$4,730. Discussion followed. Doug Jenks and Norm Edelson concurred, saying the community's action on water is one of the most important things CSTD has ever done, so it is critical the Board do everything possible to provide accurate, complete and objective information to the community.

Angelo made a **Motion** to retain the professional services of Wright-Pierce and Jon seconded the Motion which the Board unanimously approved. The engineer will be available to attend a future Board meeting.

Second Public Comment-

1. Alan Owen- Request the Board discuss violations.
2. Janice Gavitt, 71 North Lake Shore Drive- Requested the Board consider Deidre as CSTD Attorney, Angelo thanked Deidre for her help.
3. Linda Quiroc, 26 Clearview Drive- Requested Minutes include request for line striping on narrow streets. Requested changes to ordinances are reviewed with legal input, Angelo replied ordinances are reviewed by the Board and are published in the newspaper and will consider suggestions. Remarked throwing ball and frisbees on the Beach is a bad idea as it is dangerous.
4. Elizabeth Longworth, 1 South Lake Shore Drive- Remarked that ball playing should not be allowed on the beach, no dogs are allowed on the beach which includes First Light property at the 440 line, requested Travis reword "No Snow in the Street" notice to residents, stated Adam Singer performs winterization of irrigation system, use protocol in place regarding violation letters to residents, Angelo replied the Blight Ordinance language is being reviewed for clarification as needed and the Blight Panel can be contacted through Travis and Brandon, requested status of Pickle Ball courts which Angelo replied still an option and included location discussion of water mains.
5. Lisa Arconte- Inquired about how many Blight complaints received. The Board is researching and Angelo stated that CSTD has the authority to enforce as necessary.

Executive Session- At 8:54PM, Jon made a **Motion** to enter into Executive Session to discuss correspondence received and a legal/employee matter which was seconded by Norman. The Motion was unanimously approved by the Board. At 9:14PM, a **Motion** was made by Joe to exit Executive Session which was seconded by Jon. The Board unanimously approved the Motion.

Adjournment- At 9:15PM, Joe made a **Motion** to adjourn the Regular Board meeting at 8:50pm which was Seconded by Jon. All in favor, motion carried, meeting adjourned.