

(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 - April 16, 2025 *Draft***

Location: Clubhouse

**Call to Order at 7:30pm**

<b><u>Roll Call by Robert:</u></b>	<b><u>Attendance</u></b>
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	<i>Remote</i>
Michael Walsh- Director	Present
Robert Yamuder- Secretary	Present

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

Pledge of Allegiance lead by Angelo.

**Public Hearings-** None.

**Guests-** None.

**Approval of 03/19/25 Minutes-** Angelo made motion to approve the Minutes which was Seconded by Norman. All voted in favor, Motion unanimously carried.

**First Public Comment Period-** None.

**Treasurer's Report- Norman Edelson, Treasurer**

Norman reported on the status of CD investments and the following CSTD bank account balances as of **03/31/25**:

Total CSTD Tax Bank Balance	\$2,482,102.07
Total CSW Water Department CD Bank Balance	\$ 215,366.98

Norman proceeded to summarize the CSTD Treasure's Investment Report dated April 16, 2025, which he distributed to the Board and read into the record:

Last 3 years of earned investment income:

Year 2022/23 totaled \$39,918.00 (ICS Shadow).

Year 2023/2024 totaled \$74,598.00 (7 months in ICS Shadow and 5 Months in CD Ladder Program).

Year 2024/24 totaled \$74,345.00 (July 1, 2024-March 31, 2025); \$21,9333.00 (April 1, 2025-June 30, 2025 estimated interest income for 4th quarter is based on projected earnings for CD's expiring within the same time frame); and \$96,278.00 total CD Ladder Program.

Norman reported that we should not expect to achieve these similar results next year because we have entered a period of falling interest rates.

The Treasure's Investment Report was reviewed and approved by Susan Nolan, Comptroller of Scalzo Property Management. Norman thanked the previous Boards for having the trust in the current Board's stewardship to be able to achieve the reported successes for the benefit of our community.

### **Management Report-**

1. Action List- The Action List in the Board package was discussed.
2. Permit Requests/Compliance Discussion- Brandon updated the Board on the violation list he compiled. Angelo reported the Board previously decided not to issue violations until the end of winter and proceed with issuing 2 warnings before issuing actual finable violations starting next month. The Board is more interested in obtain compliance than being forced to issue fines. A **Motion** was made by Angelo to authorize Brandon to proceed with issuing fines as described above to those residents with outstanding violations which was Seconded by David and unanimously approved by the Board. The Motion carried.
3. Resale Report- No discussion.
4. Delinquency Report Discussion- Aged Receivable lists were provided by SPM for both CSTD and Water accounts. The Board agreed to send statements to those properties owing in excess of \$100 with outstanding balances over 90 days past due.

### **Committee Reports-**

1. Beautification – Jon reported the flowers that were planted to date look great. Adam reported on the leaf, sticks, speed hump repainting and pothole repair schedule; grass cutting and mulching will proceed on schedule; docks will be put in next week; sand will brought to the beach as needed by Memorial Day; Adam requested leaf and stick piles not be placed along the curbs which blocks traffic and drains and asked that notice be sent out accordingly; and Travis reported costs for pavement line striping will be researched for cost by linear foot for Board consideration.
2. Recreation – Jon reported on event updates including bands, chili cook off, water ballon fights with ice cream available, kids movie nights and farewell to summer event all to appear in the upcoming budget.
3. Safety/Security – No update.
4. Ordinance – Dave reported that the Ordinance Committee worked with Brandon to publish updated ordinances as previously approved by the Board.
5. Landscaping Report – The new flag pole was installed at the entrance. Landscaping items were updated under Beautification above.
6. Harbor Master – Ron Shepard reported mooring and kayak registration letters were sent out. Adam provided an estimate of \$1,500 to relocate the semi-permanent kayak racks which the Board approved within the current budget. Ron requested the safety mooring needs \$130 for new chains and \$150 in labor to install which the Board approved within the current budget.
7. Blight Panel – Dave will provide an update to the Board during Executive Season after the regular business meeting tonight.

## **Administration:**

### **New Business-**

1. Road Maintenance – Jon reported bids were received from 3 of the 4 companies that were contacted and Jon provided a summary of prioritized locations. North Lake Shore Drive was not put on the priority list as water main work will need to be addressed first. Jon opined Intercounty's proposal was better overall in terms of quotes received although other quotes were deemed acceptable. Paving operations can start this Spring weather permitting and new paving is expected to last 15-20 years. Asphalt will not be comprised of reused asphalt millings.

A **Motion** was made Angelo and Seconded by David to proceed with Intercounty Paving as quoted and a schedule of work will be provided along with an actual number of catch basins to be rebuilt. A contract will be provided for review with an exact cost. Angelo asked whether an assessment was made of which roads needed to be done first. Jon said an assessment was made and Berkshire Drive and South Lake Shore Drive were deemed to be in the worst condition. The Board unanimously approved proceeding with Intercounty paving to pave Berkshire Drive and South Lake Shore Drive this year.

2. Refuse Discussion- The Board discussed bulk discounts for CSTD which were deemed not to be at a cost savings.

3. Remote Voting Discussion- Doug presented an update on the reasoning around why Remote Voting capability should be made available to our residents and the legal requirements that must be met under Public Act 22-3, which was signed into law in September 2022. He also shared with the Board three proposals from technology vendors to help us properly administer a Remote Voting process.

Remote Voting for Public Agencies was first permitted during the pandemic in June 2021 under Executive Order by Governor Lamont. Public Act 22-3 then made this permanent. Doug emphasized that Remote Voting is not the same as Absentee Voting. Remote Voting requires eligible voters to be "present" in the subject meeting and vote "virtually" when the election is taking place live.

The Act specifies certain requirements that must be met. We put together a set of Remote Voting procedures that we believe will meet all the requirements of the CSTD Charter and Public Act 22-3. This was sent to Collins Hannafin, our outside counsel, and they opined that CSTD would be considered a Public Agency under Public Act 22-3 and outlined the requirements that must be met.

Doug provided 3 quotes from vendors offering electronic voting software including Lumi, Election Buddy and Simply Voting, Inc. After review of the proposals received, a **Motion** was made by Joe and Seconded by Norman to proceed with Simply Voting, Inc. for a cost not to exceed \$1,000. The Board unanimously approved the Motion and the Motion carried. Angelo reiterated that voter participation is important.

4. Budget Discussion- Angelo proceeded to report on the proposed budget which was distributed to the Board. Angelo explained this year's proposed budget is similar to last year's budget and included an increase legal fees based on the current trend in legal activity and an increase to account for future land acquisition. The proposed budget will not result in an increase in the taxes from last year and will be finalized at the May 6, 2025 Budget Meeting. The Town's mill rate is not known at this time. A **Motion** was made by Jon and Seconded by Tim to approve the proposed budget for presentation to CSTD at the Budget Meeting scheduled for Tuesday, May 6, 2025, 7:00PM, the Motion was unanimously approved and the Motion carried.

The Annual Meeting is scheduled for Saturday, May 24, 2025 at 10:00AM at the Firehouse.

## Old Business-

The Board received a revised site map of 71 Clearview and was deemed to be too small to read or discern exactly where the proposed driveway will be placed in regards to the existing CSTD Right-of-Way. Angelo suggested the Board will request the owners come before the Board at the next meeting to present their revised proposals and to provide larger drawing clearly depicting the proposed driveway location.

1. Clubhouse Garage Update- One proposal to replace the garage door was received, more proposals forthcoming. Proposal discussion was tabled.
2. Water Treatment Project Update- Fiscal and Assess Management Plan/Grant on Financial Assistance Application- Angelo reported the nitrate levels are below the established limits and PFAS levels are generally at the same levels as last reported. Angelo reported the stakes that were installed locating the drill location were removed and have to be restaked. The DOH is okay with the location of the drill well and the drilling is estimated to take 1-2 days to perform. The well will be 300 feet deep. Tom's work to run a water pump for 2 weeks at the new test well is estimated to cost \$6,000 and would require a permit from the Town. Dave reminded the residents to view the 18 minute long YouTube video on the water treatment options.

## Second Public Comment-

1. Dan Bowman, 129 North Lake Shore Drive- Suggested the Board consider individual water filters for residents as a cost saving measure for water treatment. Angelo responded that the State requires adherence to their strict guidelines covering the entire District and not for individual compliance.
2. Lisa Janssen, 23 Berkshire Drive- Reported to the Board that as an elderly resident living alone, she is not always able to bring her garbage receptacles up and down her steep property on garbage pick up days or bad weather days. She is respectfully requesting a waiver from the Board regarding blight violations. Angelo responded that the Board's intent is to treat the residents fairly and the Board understands there are going to be special circumstances that require the Board to look into such as what she described and the Board will work with her in the future.
3. Rick Horton, 99 Clearview Drive- Requested the Board continue to waive his \$250 water bill fines for continued connect and disconnect actions as his water bills are not kept current. Angelo responded that the Board would consider his request after discussion with Board.
4. David Whent, 34 Longview (Remote caller)- Called in to discuss water filtration options given his background in environmental geology. He suggested drilling the new test well is futile as he expects the results to be similar to the other existing well findings. He recommends water treatment instead and expressed interest in advising the Board at no charge. Angelo thanked him for his input and reported building a water treatment plant is an expensive option. Angelo reported that we won't know what the results of the new test well might be unless we try as an inexpensive first step. Angelo agreed to keep in touch as he values his input as the discussion continues.
5. Alan Owen, 28 Longview Drive- Suggested the next letter the Board sends out regarding Aged Receivables in terms of outstanding fines include a statement of fines to be paid.

**Executive Session-** At 9:14PM, Jon made a **Motion** to enter into Executive Session to discuss legal matters which was Seconded by Joe. The Motion was unanimously approved by the Board. At 9:32PM, a **Motion** was made by David to exit Executive Session which was seconded by Doug. The Board unanimously approved the Motion.

**Adjournment-** At 9:33PM, Dave made a **Motion** to adjourn the Regular Board meeting which was Seconded by Doug. All in favor, Motion carried, meeting adjourned.