

**Regular Meeting of the OLSBA Board of Governors on Wednesday, May 22, 2024 at 7 pm.
via Zoom**

I. A quorum was verified by a roll call and the meeting was called to order at 7:01 PM

President Diane Duhaime welcomed all attendees. All officers and governors were present.

Officers:

Diane Duhaime (**Diane D**), President
 Paul Yellen (**Paul Y**), Vice President
 Norm Yester (**Norm Y**), Treasurer
 Joanne Gilland (**Joanne G**), Secretary

Board of Governors:

John Mandracchia (**John M**)
 Jay Moynihan (**Jay M**)
 MaryKate Reynolds (**MaryKate R**)
 Scott Rottinghaus (**Scott R**)
 Kathi Stickley (**Kathi S**)
 Gregory Symon (**Greg S**)

37 attendees were on the Zoom meeting.

I. **Vote** seeking to approve the minutes for the April 24, 2024 Regular Meeting of the BOG

Motion made by **Greg S**/ seconded by **John M**

Roll Call: YES -All NO- none Abstain- none

Motion passes.

II. **Expenses. Vote** seeking to approve payment of the following by our treasurer:

<u>Date Rec.</u>	<u>Vendor Name</u>	<u>For</u>	<u>Amount</u>	<u>Line Item</u>	<u>Line Item Balance Remaining</u>
5/2/2024	Anthony's Property Services	Beach grading; backhoe	2,200	Beach	
5/3/2024	Eversource	51054582028, Brightwater	9.62	Utilities	
4/19/2024	Eversource	51081003006	20.10	Utilities	
4/17/2024	Eversource	51590682084, Street lights	210.32	Utilities	
4/17/2024	Eversource	51324992072	20.23	Utilities	

NOTE: Per OLSBA BOG Invoice Policy, on 5-19-2024, President approved Treasurer to pay \$298.00 to CT Water Co for #00119549; Hydrants, quarterly invoice, provided Treasurer determines there are sufficient funds.

Motion made by **Scott R**/ seconded by **Greg S**

Discussion: Paul Y received an additional invoice Anthony's Property Services for log removal from the beach in the amount of \$950.00. Paul Y has yet to receive the May invoice for payment of \$2,600 which is in the contract but will wait to receive the invoice before submitting to the board for payment.

Motion amended by **Scott R** to reflect the additional invoice / **Greg S** seconded the motion

Motion made by **Scott R** to amend the motion to include "as long as the sufficient budgeted funds are able to cover it / **Greg S** seconded the motion

Roll Call: YES -All NO- none Abstain- none

Motion passes.

III. **Vote** seeking to approve the Treasurer's transfer of \$5,000 (of the remaining \$12,500 allocated to the WPCA for FY2024) from the OLSBA account to the WPCA account, per the WPCA's request submitted to the Treasurer.

Motion made by **Greg S**/ seconded by **Jay M**

Roll Call: YES -All NO- none Abstain- none

Motion passes.

IV. **Capital Assets Planning Presentation Greg S** screen shared OLSBA Asset sheet 2024 in which OLSBA's assets, valuations and useful lives are identified. Greg S and Paul Y reviewed state of repair of assets. Takeaway is that many of assets are in disrepair and past their useful life such as street signs and benches. There is a need to start working on infrastructure and look at replacement of certain assets throughout the community. Assets were updated for their valuations due to rising costs from 6 years ago. Beach, road and traffic management, security, miscellaneous, etc.

Total of all assets \$88,000 dollars. Recently 2 stop signs were replaced and 4 were repaired. Goal is to replace signs with ones that will have a 20-year life. Would like to start this process in FY2025 and start replacing benches down at the beach. Bigger ticket items over next two years (would like to budget \$15,000 next year and the year after that). Designs for the new street posts would be a collaborative effort with board and community. Prioritization designated by rolling useful life and when it was put into service. This will assist with future budget designs. Asset sheet will be posted on the website.

V. **Treasurer's Report – Norm Y** provided report on the financial position of the association.

VI. **Finance Committee - Presentation of Proposed FY2025 Budget and Mill Rate**

Norm Y said the proposed budget and mill rate went to the board and officers this week for review. Preparation included taking into account the 173 homeowners who paid the "unapproved" amount and will therefore have a credit on their current year association tax bill ("unapproved")

meant if they paid the full amount that appeared on their tax bill which was based on the budget that was not approved), the 14 homeowners who paid association taxes based on the 2024 budget and the 5 members who still owe their association taxes. Invoices will be hand-delivered this Memorial Day weekend to the 5 households who have yet to pay their 2023 association dues. Interest on reserves statement account was also discussed.

Norm Y said that a mill rate of 0.33819 (92 percent increase) is proposed. OLS's mill rate is based upon property assessments. Town of Old Lyme budget was passed this past week. Norm viewed all the other beaches' association taxes and OLS had the lowest mill rate than most of the other Old Lyme beaches. The charter caps our annual mill rate increase at ten.

VII. **Vote** seeking to approve \$10,000 per fiscal year for the "Annual Capital Reserve," up until such time as the amount in the capital reserve fund is at least equivalent to the total amount of expenditures set forth in the budget for the then-current year, with BOG taking precautions not to overtax members by accumulating too much money in the capital reserve fund.

Motion made by **Greg**/ seconded by **Jay M**

Discussion: **Jay M** mentioned that with the asset work we will be able to accumulate enough revenue to address situations that come up. Allows the revenue to continue on from fiscal year to fiscal year and not use it and the minutes should reflect the buildup of the reserves to be equivalent of total amount of expenditures. **Diane D** found that this was voted on years ago and somewhere down the line it was lost. By having it in the budget, it won't get lost, thus this vote to be identified each year in the budget. She commented on her January communication to the association about the financial standing of OLS. The mill rate increase is necessary because for the past couple of years the budget was not completely funded by revenue from taxes. Last year \$45,000 dollars of the budget was funded by cash reserve. This year the Finance Committee unanimously agreed that the budget should be funded by tax revenue. Finance Committee wants to set aside ten thousand a year to fund the reserves up to the current amount of the expenditures of the fiscal year budget. Also added to the budget is expense to hire security late at night on July 4th and Labor Day and weekend nights, and video-recording cameras high up on light poles which have been successful in neighboring community.

Roll Call: YES -All NO- none Abstain- none

Motion passes.

VIII. **Vote** seeking to approve limitations on the uses of the capital reserve fund.

Motion made by **Greg S**/ seconded by **MaryKate R**

Discussion: Greg S would think its best if Finance Committee set out the limitations. Does not want money moved without BOG having a unanimous vote on the moving of money. Kathi S wants to know if it can be tied to the asset list but Greg S feels list is too broad. Diane says charter requires majority vote to pass motions.

Greg S made a motion to table until reviewed by Finance Committee/ seconded by **Jay M**

Roll Call: YES -All NO- none Abstain- none

Motion to table passes.

IX. **Vote** seeking to approve the proposed FY2025 budget and mill rate

Motion made by **Jay M**/ seconded by **Greg S**

Discussion: **Jay M** was uncertain if mill rate could be impacted by slight variations depending on changes to the town stipend and valuation numbers. Thinks the committee did a terrific job with the community's present and long-term needs.

Motion made by **Greg S** to amend the motion enabling the Treasurer to determine the new mill rate based on changes to town stipend and any other additional details that need to be made / seconded by **Jay M**

Roll Call: YES - All NO- none Abstain- none
Motion passes.

X. **Vote** seeking to approve spending of up to \$500 as a thank you for outstanding and invaluable services provided at no charge to OLS (the names and other details are intentionally omitted to keep it a surprise; report will be made at a future meeting)

Motion made by **Greg S**/ seconded by **John M**

Roll Call: YES -All NO- none Abstain- none
Motion passes.

XI. **Vote** seeking to approve the following activities by the Infrastructure Committee: coordinate the purchase of new benches for OLS via donations by members as a gift to OLS (the member or member's family donating must cover the entire cost of the bench); reach out to the membership seeking such donations, and arrange for the delivery and installation of such purchased benches.

Motion made by **John M**/ seconded by **Greg S**

Discussion- **Greg S** discussed the importance of using an approved vendor and style of bench..

Motion made by **John M** to amend that it is a preapproved bench from the approved vendor within the specifications and approval from Infrastructure Committee/seconded by **Greg S**

Discussion: **Jay M** asked about how do donations work with the OLSBA. **Diane D** said that in this case the board accepts the donation, the member pays the vendor directly and is recorded as such. Suggests that the Infrastructure Committee/Treasurer get involved so to make sure that the donation/tax exemption is handled properly.

Roll Call: YES -All NO- none Abstain- none
Motion passes.

XII. **Vote** seeking to approve President signing the contract with B & L Construction for patching OLS roads, in an amount not to exceed \$9,800.

Motion made by **John M**/ seconded by **Jay M**

Discussion on which line item the payment will be from (Repairs of beach/Maintenance account) and the completion date of July 2.

Motion amended by **John M** to include “any vendor” /seconded by **Jay M**

Discussion: Jay M wanted more understanding of the vendor choosing process.

Roll Call: YES -All NO- none Abstain- none

Motion passes.

XIII. **Committee Reports**

a. **Beach**

i. **Vote** seeking to approve President signing the Private Swimming Area Agreement for allowing Ledge Light Health District to collect water samples from OLS’s private swimming area.

Motion made by **John M**/ seconded by **Greg S**

Discussion: Paul Y discussed that Ledge Light is the governing agent for the new London Health Department. The health district routinely sends a representative to do water samples for analysis resulting in water quality reports which impacts our ability to swim in our water. **Jay M** wanted to know if this is an annual document needing to be signed annually. Paul Y reported that Anthony’s maintenance removed logs and debris on the beach and swept the sand and leveled it off.

Roll Call: YES -All NO- none Abstain- none

Motion passes.

b. **Communications-** **MaryKate R** gave an update on the OLS Facebook group. It is now up and running. It is a private forum for owners and families of owners. To join, need to answer a couple of questions, and administrator lets people in. An email with the name of the Facebook group will be sent out. Third OLS newsletter out in September. Asked whether annual meetings will be made public or streamed. Possibly via Zoom; Greg S feels that the meeting site should be sufficient to support Zoom. Timing may not be sufficient for this meeting. Al Roy feels that there is such small representation of homeowners at the meeting and streaming the meeting will benefit the membership.

c. **Entertainment** – Maggie Caron reported on the July 4th events. All events listed on website and Facebook. Thanked Wendy Zito for assistance in bagging the purchased goods which help offset the costs to the 4th of July events.

d. **Vote** to appoint Scott Rottinghaus as a member of the Entertainment Committee.

Motion made by **MaryKate R**/ seconded by **John M**

Roll Call: YES -All NO- none Abstain- none

Motion passes.

e. **Infrastructure** – John M reported on status of light and pole repair.

Vote seeking approval of the [updated Rules Ordinance](#).

Motion made by **John M**/ seconded by **MaryKate R**

Discussion focused on the use of golf carts. Included if an attorney reviewed the rules and it was brought up that the President is a retired attorney, and not the attorney for OLS or anyone. No prior administration has enforced the purported ban on golf carts. Many towns allow golf carts. Perhaps a committee should be formed, and it was noted that wasn't necessary as the Infrastructure Committee worked on the draft golf cart rules ordinance. **Paul Y** said that he believes that prior vote occurred during an annual meeting (either spring or fall) and it was during Paul Rowean's tenure as president. Feels that this should go back to the membership if we cannot find the document regarding the golf carts ruling. **Scott R** discussed that perhaps membership should have a vote. President noted that the Charter provides the BOG with sole authority to adopt rules; therefore, any golf carts rule vote by the membership would be ineffective.

Greg S discussed the challenge is that other communities allow carts with rules and regulations. Feels that non enforcement of rules can put us in greater liability and in a worse situation. Question asked if the golf carts will be registered with the town police: they won't be because we are a private beach.

Motion made by **John M** rules ordinance with golf cart bullet removed until we can decide as bog what the golf cart ordinance will be./ seconded by **Greg S**

Motion made by **Scott R** to change the ordinance to amend delete the 5 mph/ **Jay M** seconded.

Discussion: Norm- thinks 15 mph is inappropriate on Bellaire due to the number of children on the road.

Roll Call: YES -All NO- none Abstain- none
Motion passes.

i. **Vote** seeking approval of a new [Golf Cart Rules Ordinance](#).

Motion made to table by **MaryKate R** / seconded by **John M**

Roll Call: YES -All NO- xx Abstain- none
Motion passes.

f. Voting Operations- **John M** reported that Paul G took the tax roll and made a sign-in list for registration of members at the Annual Meeting. This comprehensive list will give an opportunity to use a proxy going forward. It will control the use of the voting cards and ensure they are accurate. When used, the proxy form must be notarized. Hoping for a hybrid proxy form making the secretary the proxy.

XIV. **Security – John M** reported on the road closure calendar with only one road open on weekends this summer with each road being the primary road no more than three times in the summer. Sea Spray will be open on Memorial Day weekend, Saltaire open on the July 4th, 5th, 6th, 7th time period, and Billow being the open road for the Labor Day weekend. There are eight beach attendants signed up for duty this summer. There will be recreation as well as movies on Friday night. There will be hired security on July 4th- Private security (USA Security) uses retired police officers. Cost is 10 dollars more per hour than the beach attendants. Would like to use them on weekend nights during the summer.

John M made a motion to hire the private security during the 9 PM to 1 AM time period (hours may change as decided by Security Committee) on Friday and Saturdays from July 4th weekend through Labor Day weekend, and to give the President the right to sign the contract(s) for same/
Greg S seconded

Roll Call: YES -All NO- xx Abstain- none
Motion passed

XV. **WPCA**

- a. Status of Membership Bond Resolution Vote at Annual Meeting rescheduled to Thurs 5/23/2024
- b. Status of Sewer Project
- c. Status of Sewer Project Workshop

XVI. The Annual Meeting of the Association is scheduled to take place at 10 a.m. on June 15, 2024 at Old Lyme Middle School, 53 Lyme Street, Old Lyme, CT 06371.

XVII. Public Comments- none

XVIII. Motion made by **MaryKate R** to adjourn the meeting/ seconded by **Greg S**

Roll Call: YES -All NO- none Abstain- none

Motion passes.

Meeting was adjourned at 10:14 PM.