

**Minutes - Regular Meeting of the OLSBA Board of Governors on Wednesday, July 10, 2024 at 7 pm. via Zoom**

I. The meeting was called to order at 7:00 pm. A quorum was verified by a roll call.

President Diane Duhaime welcomed all attendees, and all returning and newly-appointed BOG members and officers, all of whom were present.

**Officers:**

Diane Duhaime (**Diane D**), President

Paul Yellen (**Paul Y**), Vice President

Rob Cappellucci (**Rob C**), Treasurer

Diane Duhaime (**Diane D**), Temporary Secretary

**Board of Governors:**

Tim Larson (**Tim L**)

John Mandracchia (**John M**)

Jay Moynihan (**Jay M**)

MaryKate Reynolds (**MaryKate R**)

Scott Rottinghaus (**Scott R**)

Gregory Symon (**Greg S**)

28 attendees were on the Zoom meeting.

II. **Vote** seeking to approve the minutes for the May 22, 2024 Regular Meeting of the BOG

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

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

Motion passes.

**POST-MEETING NOTE FROM TEMPORARY SECRETARY:** The minutes of the June 12, 2024 Association Annual Meeting will be presented for approval by the Association at the Fall Meeting of the Association which is scheduled to take place on Saturday, September 14, 2024 at 10 a.m.

III. **WPCA Members.** Three WPCA members submitted their resignations: Al Roy, WPCA Chair, Dede DeRosa, WPCA Secretary, and Paul Graml. The Nominating Committee gave special thanks to the resigning members for their exceptional service and the transition assistance that have provided, and to Greg Symon whose WPCA term expired on June 30, 2024 and is staying on as a BOG member.

IV. **Nominating Committee Recommendation for WPCA Members; BOG Vote.** The Nominating Committee recommended that the BOG appoint/reappoint the following members to the WPCA for the terms expiring on June 30 in the year noted next to their names:

**Nominee                      For Term Expiring on June 30 In**

NA	NA
Dennis Colombie	2025
Chris Shelton	2026
Jack Reynolds	2026
Jay Moynihan	2027
Tim Larson	2027
Bob Palazzo	2027

**Vote** seeking to appoint and reappoint the above-named members to the WPCA for the terms expiring on June 30 in the year noted next to their names:

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

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

Motion passes.

The new WPCA members were congratulated on and welcomed to their new positions, and for some, welcomed back as returning WPCA members. It was noted that members of past WPCA boards have done a tremendous job, the volunteer efforts of many must be recognized, and the newly-constituted board has the opportunity for a fresh look at the challenges and timetables. A commitment to keep the BOG and Association notified of the many elements facing the WPCA for commencing construction on and completing the sewer project was mentioned, as well as the importance of leaning on Dede DeRosa and Al Roy for their in-depth knowledge because this is a very complex undertaking and the new WPCA members shouldn't have to reinvent the wheel.

V.        **Vote** seeking to approve the Treasurer's transfer of \$12,500 of the \$32,500 allocated to the WPCA for FY25 from the OLSBA account to the WPCA account, per the 6/23/2024 email from WPCA Treasurer to the President.

Motion made by **Scott R**/ seconded by **Tim L**

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

Motion passes.

VI.       **Vote** seeking to approve the Treasurer's transfer of the amount in the OLSBA budget for the Google expenses for OLSBA Officers and BOG members' Google accounts, to the WPCA account as a pre-paid OLSBA expense and the WPCA will pay Google directly, per the 6/23/2024 email from WPCA Treasurer to the President.

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

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

Motion passes.

VII.      **Report** provided by President on the status of Amendment #5 to Fuss & O'Neill Owner-Engineer Agreement, and input from BOG members included: this is a high-priority item for the shared infrastructure of the sewer project; the Amendment is for additional engineering services for design work and rebid services; the cross-default clause included in this Amendment by Fuss & O'Neill is an open issue for our Association; Dede DeRosa and Al Roy provided an excellent executive summary with an overview of Amendment #5; the Town of Old Lyme is

requesting that COVID funds it received for shared sewer project design work be applied to cover all of the shared infrastructure fees set out in Amendment #5; the BOG will be sent a copy of Amendment #5 after the President and Fuss & O'Neill conclude their discussion on the open issues; a copy of the final version is expected to be presented to the BOG on or before the July 24, 2024 BOG meeting, or as soon as possible thereafter.

VIII. **Vote** seeking to appoint Tim Larson to the Finance Committee and the Security Committee.

Motion made by **Jay M/** seconded by **MaryKate R**  
 Roll Call: YES -All NO- none Abstain- none  
 Motion passes.

IX. **Vote** seeking to approve payment by Treasurer of the following expenses or bills received.

<u>Date Rec.</u>	<u>Vendor Name</u>	<u>For</u>	<u>Amount</u>
7/2/2024	Anthony's Property Services	Several tons of seaweed removal and disposal	\$5,494.90
7/5/2024	Diane Duhaime, President	Miscellaneous admin expenses including printing OLSBA Rules Ordinance and parking violation notices; office supplies, including printer paper, file folders, print cartridges, back-up drive (subject to submitting receipts that document all purchases}	\$200.00
7-11-2024	Bill Campbell	Mowing	\$464.00
7-11-2024	USA Security	Security guards	\$765.75

USA Security; guards; \$765.75, was already pre-approved per BOG-approved the contract expense previously.

Discussion: USA Security guards - \$765.75 was already approved per BOG had approved the contract expense previously. Rob C asked that the invoice date be provided in the future.

Motion made by **Scott R/** seconded by **Tim L**  
Roll Call: YES -All                      NO- none      Abstain- none  
Motion passes.

- X. **Vote** seeking to approve the following modification to the invoice policy approved by the BOG at its January 24, 2024 meeting to now include the following:

10. **Beach Maintenance Invoices.** Pursuant to a proper vote of the BOG on July 10, 2024, as a streamlining measure to ensure prompt payment (that is, without having to wait for a BOG vote at a meeting) the Treasurer is approved to pay, and shall pay, in addition to the amounts payable under the then-current fully-executed beach cleaning contract, each vendor invoice for additional services provided to maintain the beach (e.g., storm-related, excessive seaweed) provided that (a) there are sufficient funds in the Beach line item of the then-current budget to cover the invoice; (b) the amount to be paid to the vendor(s) for such additional services does not exceed \$15,000 in the aggregate for the then-current fiscal year; and (c) the President or Vice President has provided the Treasurer with prior written approval (e.g., via email) to pay the invoice. The Treasurer will promptly notify the BOG via email if there are insufficient funds to pay any such invoice and/or if the amount of any such invoice exceeds said not to exceed \$15,000 amount.

Motion made by **MaryKate R/** seconded by **Tim L**  
Roll Call: YES -All                      NO- none      Abstain- none  
Motion passes.

- XI. **Vote** seeking to approve Rob Cappellucci, Treasurer and Diane Duhaime, President to select and obtain insurance coverage for OLSBA commencing July 12, 2024 pursuant to Finance Committee's evaluations of quotes.

Discussion: Finance Committee noted they have reviewed and evaluated quotes, are awaiting some additional information, are very close to making a decision, are seeking this BOG approval vote so OLSBA insurance can be bound before the July 12 2024 expiration date for current policies.

Motion made by **Jay M/** seconded by **Tim L**  
Roll Call: YES -All                      NO- none      Abstain- none  
Motion passes.

- XII. Committee Reports

- A. **Beach.** Anthony's Property Services has been doing a great job under the contract, sweeps and cleans the beach every morning, plus additional services involving cleanup of a tremendous amount of seaweed, logs and debris that could not be left on the beach.
- B. **Communications.** OLS Neighborhood Facebook group currently has 143 members and is very interactive with great pictures including many from our July 4th events; next OLS Newsletter may be published by end of July; there was a call for newsletter content from members – stories, photos, happenings, event schedules, member spotlights, etc. There has been some progress with updating the OLS web site and a shout out went to John Cunningham for being the teacher for updating the web site. Rob C noted that a

daughter of one of his members offered to help with the web site; MaryKate welcomed her involvement along with that of the other web site volunteer and suggested that training could hopefully all happen at one time.

- C. **Entertainment.** Shout out to Julia Nixon, Maggie Caron and company for planning all of our very successful 4th of July activities. Was an amazingly fun weekend for OLS that went very well. Movie schedule is completed and will be posted on the bulletin boards, OLS Neighborhood Facebook group and OLS website. The Cartells band is playing for OLS on August 2nd from 7 pm to 10 pm; Carousel Night – free rides for OLS - is on August 3rd.
  - D. **Infrastructure.** Road patching which was talked about at the annual meeting was noted briefly with regard to OLS now having safer roads with completion on time for the 4th of July weekend. There is a nice new bench at the end of Billow Road; thank you to the Larson's on Billow for the bench donation; thank you to Paul Yellen, Dave Rosenberg, Rick Duhaime and Diane D for installing the new bench; thank you to the few other families that are generously donating new benches for OLS. New OLS stickers were ordered and received; procedure being developed for sticker distribution and recording which members are assigned which numbered stickers. Greg S has been working diligently on the new OLS street signs and stop signs project, including changing the specifications somewhat from 2018 and obtaining a vendor quote that holds the pricing from 2018 which would mean a lot of money savings for OLS; hopes to be able to report out to the BOG and Officers at the next BOG meeting for obtaining BOG confirmation (\$ is already in budget); maybe all the new signs can be put in this fall before frost; Paul Y and John M been helpful on this project.
  - E. **Security.** All the beach associations in Old Lyme had incidents on July 4th with the only difference for OLS being the flat rocks as a gathering place. Sound View closed the beach and parking which left people looking for a place to go to watch the fireworks. State Resident Trooper Weber and his team did an excellent job dispersing everyone from the flat rocks early on, the groups gathered there did not reconvene, and no one was injured. Many OLS members and family members of OLS residents helped with the situation and were thanked. OLS will be working with law enforcement, the Town of Old Lyme and the other beach associations on an improved coordinated plan for avoiding an influx of people who are not members or guests, taking into consideration the role of social media.
  - F. **Voting Operations.** Member registration for the Annual Meeting, Zoom attendance with slides shared, slide show presentation, etc. went very well with no complaints received. All volunteers were thanked for their contributions in making the Annual Meeting a success, including Paul Graml, Len Javinett, Polly Merritt Maglio, John Mandracchia, Chip Merritt, Maura Graml, Kathy Olsen (Parliamentarian), Tom Annulli, Mike French and Annie Ionovella.
- XIII. **Report** on the June 1, 2024 Executive Council Meeting of the Federation of Old Lyme Beaches (FOLB): Diane D reported that she attended this meeting in person at Sound View as the OLSBA representative. FOLB members include OLS, Old Colony, White Sands, Edge Lea, Point of Woods, Miami Beach, Sound View Beach, Black Hall, Hawks Nest (2 separate ones); Oak Ridge, and maybe Rogers Lake; FOLB increased dues from \$0 to \$1.00 per household; OLSBA did not include FOLB dues in the FY25 budget and would need to add \$192 to the FY26 budget; FOLB is looking into FLOCK cameras at no cost to the beach associations; next meeting of FOLB is in fall (date to be

determined); Everbridge provides an emergency alert system but details of how residents can register were not found; Paul Y offered to connect Diane D with Dave Roberts, the emergency management director for Town of Old Lyme; any OLS member interested in attending as a second representative to the Executive Council please send an email to [governance@oldlymeshores.org](mailto:governance@oldlymeshores.org).

- XIV. **Vote** seeking to approve the schedule for the 2025 BOG Monthly Regular Meetings, and Association Annual Meeting and Fall Meeting, and to approve Mary Kate Reynolds or her designee(s) to publish the approved schedule at the OLS web site.

Wednesday January 22nd 7 PM  
Wednesday February 19th 7 PM  
Wednesday March 19th 7 PM  
Wednesday April 23rd 7 PM  
Wednesday May 21st 7 PM  
Wednesday June 11th 7 PM - Prep for Annual Meeting  
Saturday June 14th Annual Meeting 10 AM  
Wednesday July 23rd 7 PM  
Wednesday September 10th 7 PM - Prep for Fall Mtg  
Saturday September 13th Fall Meeting 10 AM  
Wednesday November 19th 7 PM

Motion made by **Greg S**/ seconded by **MaryKate R**  
Roll Call: YES -All                      NO- none                      Abstain- none  
Motion passes.

- XV. Adjournment

Motion made by **Greg S**/ seconded by **MaryKate R**  
Roll Call: YES -All                      NO- none                      Abstain- none  
Motion passes.

Meeting was adjourned at 8:53 pm