

Minutes - Regular Meeting of the OLSBA Board of Governors on Wednesday, July 24, 2024 at 7 pm. via Zoom

I. A quorum was verified by roll call and the meeting was called to order at 7:04 PM.

President Diane Duhaime welcomed all attendees and served as the Secretary for the meeting. The following officers and governors were present.

Officers:

Diane Duhaime (**Diane D**), President
Rob Cappellucci (**Rob C**), Treasurer

Board of Governors:

John Mandracchia (**John M**)
Jay Moynihan (**Jay M**)
Gregory Symon (**Greg S**)
Scott Rottinghaus (**Scott R**)

- Paul Yellen, Vice President, and Governors Tim Larson and MaryKate Reynolds were not in attendance.
- 33 attendees were on the Zoom meeting.
- Any member interested in serving as the Association Secretary, with compensation up to \$3,500 for the year, please send an email to participation@oldlymeshores.org.

II. **Vote** seeking to approve the minutes for the July 10, 2024 Special Meeting of the BOG

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

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

Motion passes.

III. **Treasurer's Report - Rob C** provided the Treasurer's report, including a screen share of OLS financial statements as of June 30, 2024. June 2024 is the last month of submitting both accrual and cash-basis reports; reports will be provided on accrual-basis only going forward.

IV. **Water Pollution Control Authority (WPCA).**

- a. One WPCA seat will be left vacant as of July 1, 2024 by the resignation of John Cunningham, WPCA Treasurer. The Nominating Committee is working to find a member for this seat. Any member interested in serving on the WPCA as Treasurer or otherwise, send an email to participation@oldlymeshores.org.
- b. WPCA meeting to take place July 30, 2024 at 7 p.m. in-person at the Old Lyme Library, 2 Library Lane, Old Lyme in the Community Room and via Zoom. The WPCA Ordinance requires that the WPCA elect its officers at this meeting.

V. **Vote** seeking to approve the Hammer Law Waiver Application form submitted by owner of 310 Billow Road.

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

Discussion: The owner of 310 Billow Road submitted a Hammer Law Waiver Application to install a new septic system. Following input from various community members, Board members questioned whether the timeline provided in the application is realistic and debated whether the situation qualifies as an "emergency" that would justify granting the waiver, given that there is no immediate hazard or health issue. Was also noted that granting this waiver would be a slippery slope for future waivers to the Hammer Law and that the contractors only have to wait approximately six more weeks until the Hammer Law restrictions are lifted. It was noted that the

new owners were notified of the Hammer Law well in advance through a letter from the Association and residents have observed some violations of the Hammer Law at 310 Billow this summer. The topic of the penalty for violating the Hammer Law was discussed. Currently, the fine is \$25 per day, a figure established in the Charter that does not account for inflation. BOG may decide to consult legal counsel with expertise in municipalities, particularly private beach associations, about raising the fine so it will serve as a better deterrent to would-be violators. **Jay M** volunteered to investigate the necessary steps for this process. Additionally, the President reported that she sent a written request to the Executive Council of the Federation of Old Lyme Beaches requesting that they approach the Town of Old Lyme about having all issued permits include a phrase that requires the permitholder to comply with all local “hammer law” rules, if any.

Roll Call: YES – none NO - All Abstain- none
 Motion fails.

VI. **Vote** seeking to approve payment by the Treasurer of the following

a.

Invoice Date	Description:	Amount:
July 10	Eversource	\$9.62
June 19	Maintenance at the ball field (mowing)	\$310.00
July 15	Sir Speedy Shipping	\$12.00
June 21	Terrance P. Donovan (Brightwater shower)	\$66.47
July 24	Scott Mitchell - Putting out & taking in raft & chain/cleaning*	\$2,200.00

*Full \$2,200 approved; payments to be staggered as follows: \$1,200 now, \$1,000 balance after the raft is removed in September

- b. Any invoices that were issued per the signed contract with USA Security provided they are approved in a writing to the Treasurer (via email is acceptable) from John Mandracchia or the Vice President
- c. Any invoices approved by the President or Treasurer in writing (via email is acceptable) that are issued to the Association for administrative services per a signed contract, with authority granted to **Diane D** to draft and sign a simple contract for the interim administrative assistant (Carolyn Cumello) to accept via email, and the draft contract to be sent to BOG members before being sent to Ms. Cumello.

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

Discussion:

- i. Background: The BOG has not been able to fill the role of Secretary which offers up to \$3,500 in annual compensation; Carolyn Cumello daughter of OLS member, is not on the deed so she cannot be appointed as Secretary. Instead, she will be an independent contract worker handling many of the Secretary tasks.
- ii. Proposed Contract Terms: \$25 per hour, including for such tasks as preparing meeting notices, agendas and minutes, with meeting minutes capped at five hours, new Association directory.

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

Motion passes.

VII. Committee Reports

a. Beach and Infrastructure

- i. The rolling wheelchair with combination lock is on the beach at the end of Saltaire. Reach out to George Finley or board members if you would like to use it. There are two new benches on Billow and donations for all the new benches at the end of each street filled.
- ii. **Greg S** screen shared images of the proposed new street sign designs (white vinyl with 3M blue reflective lettering & OLS logo). Sign posts to be installed into crushed stone to increase their longevity as there will be road paving in the future. Stop signs to be postponed for next fiscal year, so this year would be only street signage.

Vote to approve **Greg S** to move forward with this vendor (Sign Pro) or another vendor for the signage in the community (excluding the stop signs) at a cost of no more than \$22,000, and for the Treasurer to pay all invoices issued by the vendor pursuant to the signed contract with the selected vendor(s) provided the invoices are approved in writing by Greg **S** or the Vice President (via email is acceptable).

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

Discussion: It was brought up that the Finance Committee should be presented with the final bids (as there are currently two other bids that haven't been finalized yet) and make a final recommendation via email to the BOG. **Rob C** stated the possible source of revenue for this budget item comes from the capital expenditures line item of \$15,000 and/or from the \$39k in reserve fund which was set aside for these types of projects or savings from other line items.

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

Vote: Motion to amend that before moving forward with selecting a vendor and signing a contract, **Greg S** will confer with the Finance Committee with the Finance Committee providing a recommendation to the BOG, and the BOG provides the Treasurer with authority to move amounts among line items for payment of the signs invoices as determined by the Treasurer and the Finance Committee.

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

Discussion: This is a compelling need for the community and very urgent as the signs are falling around the neighborhood. By getting approval now the hope is that the signs will be able to be installed in the Fall to address the urgency of the situation. Also noted that whether or not the sewers will go in, the roads will need to be repaved at some point, so crushed stone is being used for installation.

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

Vote: Motion to amend that the recommendation from the Finance Committee shall also address the budget line items to the extent it has to exceed the \$15,000 line item for capital projects.

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

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

Motion passes

- iii. The new OLS stickers have been reprinted. Please reach out to board members if you need a new sticker. Old stickers are still valid and are not being replaced.

b. Communications

- i. The quarterly newsletter was sent out.
- ii. **Vote** seeking to appoint Meredith Johnson as a member of the Communications Committee

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

Discussion: Meredith was interested in the position and has relevant experience in digital marketing, website development, social media, and graphic design. Welcome to the committee Meredith!

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

Motion passes

c. Entertainment

- i. There are now 160 members on the OLS Neighborhood Facebook group. Thank you, Catherine Rottinghaus, for all of her work on this group!

d. Finance

- i. The transition from Norm Y to Rob C is going well and they are just cleaning up access to some of the bank accounts.
- ii. Insurance policies were renewed with CIRMA and we reduced costs by \$5,000 from last year's insurance costs.
- iii. Member tax bills going out August 1, and are due on September 1. The bills will be sent out through the mail this year. Next year Finance Committee and Treasurer may decide to send the tax bills out via email/ offer electronic payment options.

e. Security

- i. Next year will plan to modify security for the 4th of July to have security on the beach start at 5:30 pm and monitor the gates in the neighborhood. This is in response to the large number of nonresidents on the beach this July 4th. There is also going to be an attempt for a more coordinated response next year with Resident State Trooper Weber, the other beaches, and Town of Old Lyme to avoid moving people from one beach to another.
- ii. Based on feedback from residents, the Security Committee decided to pilot opening all gates on Monday, Tuesday, and Wednesday due to light traffic and garbage collection. If there are issues or anything changes the Security Committee has the right to change gate closure schedules with

gates being closed promptly (e.g., within 15-20 minutes) by beach attendants.

f. Voting Operations

- i. The Fall meeting is scheduled for Saturday, September 14th at 10am at the Old Lyme Middle School auditorium. The Voting Operations Committee is **looking for registration desk volunteers**. If interested, please send an email to governance@oldlymeshores.org.
- ii. Next BOG meeting is Wednesday, September 11th at 7pm.

VIII. Public Comments:

A resident asked about golf carts being allowed at OLS. Another resident provided a brief history of golf cart usage at OLS dating back to 1992. **Diane D** noted that the matter has been researched and analyzed extensively for OLS by our Infrastructure Committee members and other interested persons. Golf carts are allowed on the OLS private beach association roads (including crossing 156 to remain on OLS roads) without any registration required by the state, town or OLS. **Diane D** requested volunteers to enforce reasonable golf cart rules at OLS, such as those in the draft Golf Cart Rules Ordinance that was tabled at the May 22, 2024 BOG meeting. No one volunteered. **Diane D** noted unenforced rules concerning golf carts could result in Association liability.

IX. Motion made by **Greg S** to adjourn the meeting/ seconded by **Scott R**

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

Meeting was adjourned at 9:02 PM.