

Special Meeting of the OLSBA BOG on Saturday, April 12, 2024, at 10 am via Zoom.

1. A quorum was verified by a roll call and the meeting was called to order by **Paul Yellen** at 10:03 am

BOG Officers:

Paul Yellen (**Paul Y**), President
John Thomas (**John T**), Vice President
Rob Cappelucci (**Rob C**), Treasurer
Tracey Cappelucci(**Tracey C**), Secretary

BOG Members:

Tim Larson (**Tim L**)
MaryKate Reynolds (**MaryKate R**)
Greg Symon (**Greg S**)
Jay Moynihan(**Jay M**)
Bob Palazzo (**Bob P**)

- There were 34 attendees on the Zoom call

2. Vote seeking approval of the 3/19/25 meeting minutes.

Motion made by Bob P to approve 3/19/25 minutes, seconded by Tim L

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

Motion Passes

3. Treasurer Report, financials and preparation for 2025-2026 budget process
 - a. Rob C provided a draft of the treasurer report with Paul Y. A full financial draft report will be shared with the BOG soon. Rob C will call a finance committee meeting in the next week.
 - b. Rob C reports the association is below budget on many line items but expects increased expenses as the fiscal year closes.
4. Discussion and approval of Payroll Company contract, already in budget
 - a. Rob C discusses a proposal to engage a payroll company, Data Pay for processing guard payroll at a cost of \$30.00 per week which is within budgeted amount.
 - b. BOG discusses the terms of the contract and the authorization for the treasurer to sign an agreement with the payroll company

- i. Motion to allow treasurer to enter into contract with payroll company made by Greg S, seconded by Tim L

Roll Call: YES-all No-none Abstain-none

5. Bills to be approved/Paid

<u>Date Rec.</u>	<u>Invoice Date</u>	<u>Vendor Name</u>	<u>For</u>	<u>Amount</u>	<u>Budget Line Item</u>
4.7.2025	2.2025	Old Colony Beach Assn.	½ Ramboll Eng.	\$9237.65	
4.7.2025	2.2025	Old Colony Beach Assn.	½ Ramboll Eng.	\$742.00	
4.7.2025	2.23.2025	Old Colony Beach Assn.	½ Cleaning	\$175.00	
			Sheffield Brook		
	3.31.2025	Gilman Corp.	Swim Area Buoys	\$4725.00	
4.10.2025		Scott Mitchell	Swim Lines	\$3420.00	

<u>Date Rec.</u>	<u>Invoice Date</u>	<u>Vendor Name</u>	<u>For</u>	<u>Amount</u>	<u>Budget Line Item</u>
	3.20.2025	Anthony's Prop. Svcs.	Beach Cleaning, shells, logs	\$3512.00	
	3.27.2025	Anthony's Prop. Svcs.	Sand grading	\$3375.00	

Motion to approve payment of bills made by Tim L, seconded by Mary Kate R
Roll Call: YES-all No-none Abstain-none

6. WPCA Update-provided by Jay Moynihan
 - a. Jay M shares that Bond Council was present at the 4.2.2025 WPCA meeting and the Bond Resolution Template will be completed by the 4.22.2025 WPCA meeting for a vote and will be presented to the BOG on 4.23.2025
 - b. Contract with Fuss and O'neil should be finalized for a vote by the end of the week
 - c. Storm Water Project is not Clean Water Fund eligible; it will require private financing
 - d. Expecting proposal from our attorney to help us provide information to the community outlining both outcomes
 - e. WPCA meetings will be scheduled for 5.11.2025 and 5.17.2025; one zoom and one in-person with DEEP to be present at one of them
 - f. Tim L emphasized the need for a clear plan and controls for the project, including a dollar amount for the vote and a contingency plan. Suggests prioritizing financing options. Discusses current liability to state.

Jay M. leaves the meeting at 11:18am
7. Discussion and possible vote on BOG concerns to the WPCA on progress moving towards vote on May 24th. Specifically bond resolution amount, dates of informational meetings, requested member assessment amount and the appearance of decision-making delays brought about by the presentation of continuing questions requiring time consuming research among other issues.
 - a. Discussion of special assessment to property owners for current liability owed to the state
 - b. Discussion of timely information provided to the association to make an informed decision and the avoidance of roadblocks
8. Lack of response from attorney on proxy form and related procedures. Next steps as needed.
 - a. Paul Y has meeting set for 4/15/25 to review proxy form and voting procedures for May 24th vote including clarification on majority vote requirements
 - b. Community members must know in advance the voting procedures
9. Stormwater project management discussion.
 - a. BOG discusses the storm water project management and potential assessment procedures
 - b. Paul Y suggests establishing a committee to handle the stormwater project which will require \$2.5-\$3 million in funding

- c. BOG discussion of bidding the stormwater project together with the sewer project and debates whether to include wording about the stormwater project in the upcoming vote on May 24th
- d. Tim L suggests financing be in place in advance. Suggests both projects should be bid at the same time and completed at the same time to avoid opening roads twice

10. Discussion on procedure for setting an assessment on all property owners if required.

- a. **CGS 47-261e; OLSBA charter and bylaws do not address this**
- b. Can the BOG assign a special assessment or must there be a vote for approval; discussion to have with our attorney
- c. BOG agrees more research and legal advice is needed on assessment procedures and how to structure any potential charges related to the water and sewer projects

11. Sheffield Brook project update

- a. Paul sent out the report from Ramboll Engineering to the BOG for review; may need to table this discussion for now. Plan is for a redesigning of the system

12. Annual meeting date, referendum vote date, public hearing dates and locations.

- a. June 14th annual meeting is confirmed to take place at the Old Lyme Middle School
- b. May 24th vote confirmed to take place at the Old Lyme Middle School
- c. WPCA public hearings to be finalized

13. Any other items to be motioned onto the agenda

Paul Y suggests 2 motions to be added: zoom recordings and supervisor for the guards

Tim L makes the motion for the 2 additions, seconded by Mary Kate R

Roll call: YES-all NO-none Abstain-none

1. Zoom Recordings

- a. Posting recordings of the meetings takes up too much storage space and is not cost effective
- b. Minutes of the meetings are posted
- c. A zoom link to watch the recording can be sent to individuals who wish to view the recording

2. Guard Supervisor

- d. What is procedure for applying for a guard position?
- e. Paul Y will reach out to Judy and John for procedure
- f. BOG is looking for a supervisor

14. Public Comments

- a. Jack Reynolds reminds BOG that the minutes need to be posted within 7 days according to state statutes
- b. Marty Merritt brings up the question of how our Storm Water project ties into the Sheffield Brook project, do we know the budget for the completion of the Sheffield Brook project, were the bills approved earlier in accordance with the estimates
- c. Jack Reynolds raises the issue of polluted water running into the swimming water

15. Adjournment

Motion made by Greg S, seconded by Mary Kate R

Roll Call: YES – All

NO- none

Abstain- none

Motion Passes

The meeting was adjourned at 12:29pm.