Old Lyme Shores Beach Association – Water Pollution Control Authority

Regular Meeting Agenda

10 November 2026
7:00 PM
VIRTUAL (ZOOM)

Zoom:
https://us02web.zoom.us/j/4861019414?pwd=csBaH7XRSYGRvwcmliFXOxeejooDV8.1&omn=87511535730

Dial-in: TBD
Meeting ID: TBD
Passcode: TBD

AGENDA

1. **Call to Order and Quorum**

2. **Opening Remarks** — **Report**
   Presenter: Dede DeRosa, Chair
   Welcome, the goals for tonight, and introduction of the newly elected officers: Dede DeRosa (Chair), Tim Larson (Vice Chair), Nancy Boersig (Treasurer) and Dennis Columbie (Secretary).

3. **Approval of Minutes** — **Action**

   Motion #3.1: *"To approve the minutes of the October 13, 2026 regular meeting as circulated."*
   Motion #3.2: *"To approve the minutes of the September 8, 2026 meeting as circulated."*
   The September 8 minutes were tabled on October 13 because members could not open the file.
   References:
   - October 13, 2026 Minutes (link to minutes)
   - September 8, 2026 Minutes (link to minutes)

4. **Treasurer's Report** — **Report**
   Presenter:
   - Requisition #40 approved and submitted to DEEP on November 3, 2026 for costs billed through October 23, 2026. Total requisition amount $331,983.22
   - Process Improvement for future requisitions and monthly reporting approach.

5. **Project Status** — **Report**
   5a. Construction Schedule: November Hiatus
   Presenter: Mike Nelson, Fuss & O'Neill
   Baltazar is off site until November 30. What resumes, on which streets, and the updated overall schedule.

   5b. Resident Communication including construction@oldlymeshores.org
   Presenter: Mike/Dede
   What-to-expect notes for streets where work resumes, the monthly progress map for the portal, and

outreach on open lateral and well elections. Follow up on open issues submitted to construction@oldlymeshores.org.

6. **Old Business** — **Report**

Carry-over items from the October 13 minutes.

Item	Owner	October 13 commitment
Requisition process fix	Mike Nelson, Bob Palazzo	F&O adds a second project accountant; Bob reviews requisitions; consider a 20th-of-month cutoff
Monthly construction progress map	Mike Nelson	Updated key plan posted on the website and shown at each meeting
Advance notice to residents	Baltazar (Nick Tella)	Contractor reminded to notify residents before work reaches their street
ARPA funds (about $150,000)	TBD	Find out whether the Town reallocated or applied the funds
Right-of-way finishes policy (Sea Spray gate, Bellaire)	Mike Nelson	Alternatives with cost estimates before meeting homeowners (now covered in 7b)
Non-conforming lot letters	TBD	Letters offering a stub at about $1,650 (now covered by Item 7c)
Change Order #1 ($6,200)	BOG	BOG approved 10/20/2026
Quarterly fiscal report	Mike Nelson	Due December 15, posted on the website
Clean Water Fund repayment start	Jay Moynihan/TBD	DEEP leaning toward first flush; awaiting written confirmation

7. **New Business**

7a. WPCA November Priorities — **Report**

Presenter: Dede DeRosa

Walk-through of the Priority 1 items that must close before Baltazar returns November 30.

References:

- WPCA November Priority Checklist

7b. Change Order Approval Process — **Action**

Threshold, who can approve between meetings (Association President and WPCA Chair jointly, with the Treasurer as backup), and the documentation and pricing required before approval.

Motion #7.1: *"To recommend that the Board of Governors adopt the Change Order Approval Process as presented."*

7c. Future-Use Sewer Laterals Policy — **Action**

Review and approve a documented policy regarding future-use laterals.
Motion #7.2: *"To recommend that the Board of Governors adopt the Future-Use Sewer Laterals Policy and Lateral Change-Request Process as presented."*

8. WPCA Meeting Schedule — Information

Meetings continue on the second Tuesday of each month at 7:00 PM. Next regular meeting: Tuesday, December 8, 2026. The BOG meets November 17 to act on the policies above.

Proposal to change WPCA and BOG meetings to same day

9. Resident Comments

Up to 2 minutes per speaker. The WPCA may follow up on questions after the meeting.

10. Adjournment