

KTD Board Meeting held March 12, 2014 at 7:00 PM

At the Windmill

In Attendance: M Cronk, K Cullen, E DeLeo (delayed arrival), E Sears II, S Plante, P Naryneicki, J Thompson, J DiFranco (delayed arrival)

Absent: C Franklin – Vice President

Quorum Achieved

Guests: 1

Review of Minutes

Motion to accept the February 12, 2014 Monthly Board Meeting Minutes. Seconded, all in favor (six present)– motion carried.

Treasurer's Report

K Cullen presented the treasurer's report and provided total for cash on hand including money market account. Total arrears due is \$15,696. Total of 10 taxpayers behind in tax payments: 5 taxpayers are missing 1 payment, 2 missing 3 payments (and have been sent lien warning), 2 missing 4 payments (and have liens against their properties) and 1 missing 9 payments (and has a lien against his property). 7 additional taxpayers owe us interest only on payments that have been made.

The water account balance is \$26,248 with total spent so far on the generator of \$29,064. Our bookkeeper has confirmed with the accountant that the generator costs will be reclassified to capital.

There was a discussion of extension to line of credit. Paper work was submitted by K Cullen to extend for this year. There was a question of whether the line of credit should be for Tax District or Real Estate Corporation since the bank asked for tax return which was for Realty Corp. and insurance is also held by Realty Corp. P Naryneicki, President of Realty Corp pointed out that assets owned by Corp. which is the reason why they are the insured party while the income and expenses are assumed by the Tax District. Ownership of assets and income and expenses are kept separate intentionally.

Secretary's Report

Confirmation was provided that all received emails had been distributed to the Board during the month.

Survey is being closed out and automated responses with comments were distributed to the Board. Statistics will be compiled for budget meeting.

Outstanding item to provide Certificate of Insurance to town for the budget meeting, to be held on May 10th will be taken care of within the month.

Property Management

The Request for Proposal draft for garbage pickup quote solicitation was discussed. J Thompson based the request on 30 households that expressed interest in survey but will update to reflect total households. Suggestion was to take to a resident vote at May budget meeting. Notice of vote will be included in budget mailing.

There was the discussion as to whether this is similar to water system participation and if residents could opt in or out. Concern was raised as to whether opt in or out would be once a year or every other year and communication issue that this creates for the Board with the garbage company. It was felt that we should try to get all to participate but also be fair to all. Consensus based on the survey showing a majority in favor, that we put it to a vote that is binding as option #1 and if voted down, have an option #2 prepared. J Thompson will ask prospective vendors what the minimum is and ensure that rate is sensitive to senior citizens that already get a discounted rate.

The current property maintenance vendor, Excel sent pricing for this season including a bid for sand cleanup, plowing for next winter and a rate card for various services. Man-hour costs are separate for most services. Price for mowing was the same as last year - \$510/month.

Motion to award contract for Lawn Mowing/Property Management (except gardening-related work at beach and marina) for additional year to Excel at the same terms as last year. Seconded, eight in favor, zero nays.

Roads

Estimates were received for sand pickup. \$4000 from Excel and \$3950 from CTS. While there is an outstanding bid from Dom's Garden Center, the decision was not to wait since last year was \$3700 and side roads were not included. It was agreed that vendor used in years prior did a much better job and that this vendor, CTS has demonstrated good performance.

Motion to award contact for Spring Road Sweeping to CTS Construction. Seconded, seven in favor, one abstained, zero nays – motion carried.

Water System

Generator Project - Phase III is underway. Includes putting a light on the pump house to indicate when the generator is running. Town inspected the backup system and everything passed.

Generator is tested every Tuesday at 12:00 for 20 minutes. There is painting and cleaning up of pump room pending. S Plante requested approval to purchase paint to protect tanks.

Discussion of the installation of stairs going down to door of pump house to address slippery hillside when ground is wet. Proposal was wood steps. Need to consider zoning issues and the need to get inspected and also to be careful of tanks below ground. Alternate suggestion to look into prefab concrete steps that are maintenance free.

Marina

Vessel ID project posted on web site. Will send emails next month to ask residents that they identify their vessel. There was discussion about what would happen if not all were claimed. This will be looked into further if there are any unclaimed vessels.

North dock stringer replacement quotes reviewed from D&D and Tucker. Ramp will be extended from 12 to 14 feet to reduce pitch. Stringer openings will be made consistent to 18' 9". 2 x8 construction will be used. Vinyl material will be used for ramp. Quotes were basically identical and included \$800 to dispose of the old docks. Total was \$17,000.

Marina account cannot support the full expense at one time. It was noted that during the last 12 months, marina took in more than was spent. Suggestion was made that the cost could be amortized at \$750 a year if they last 20 years or an assessment could be levied. It was agreed to look at incremental increases to cover cost of docks, normal operating costs and potential unknowns such as milfoil removal.

It was discussed that we could use credit line but why would we pay interest when we have money in our account to extend to the marina. We could consider using credit line, if other need arises, while money is being paid back from marina income to general fund.

K Cullen noted that this expense, not counting the money market, would leave us with roughly \$20K operating money after all expected expenses between now and June so this would be the only big project that we do. July receivables including marina, which would cover a portion of the cost of the project would replenish the general fund. Based on this, she was comfortable that we could move forward with dock replacement.

E Sears II felt that a timely decision is needed to get this done this season.

Since Tucker identifies themselves as a maintenance company and D&D as a dock construction company, the decision was to move forward with D&D.

Motion to award contract for Replacement of Northern Stringer of Docks (rentals) to D&D Power & Pleasure. Seconded - Eight in favor, zero nays.

Budget Discussion

It was suggested that the beach budget be increased to cover increased operational expenses due in part to the cost of the swim float launch and bringing in.

The Board agreed that if the slide were added to the swim dock, it would be treated as capital expense. There have been a number of families that have inquired about the slide.

The question was raised if we should increase the budget for something that is not the norm. We have had to bring the backhoe in 2 times in the last 10 years for snow removal. Decision was not to budget for this item as it has never been needed two years in a row.

Public Session

A resident stated that they had sent in multiple emails over the prior month and has received only one response and that additional two were not responded to. E DeLeo confirmed that all email addresses have an auto respond feature implemented to confirm receipt by Board of emails sent by residents.

Resident stated that agenda should include topics of discussion to get more residents involved and that Board should be letting community know what they are doing, but that the Board is not.

Resident stated that his lawyer said that according to state statutes that we are required to post votes within 48 hours to our website. M Cronk suggested that we should consider taking website down since requirement only applies if you have a website.

E DeLeo provided a response from Tom Hennick, public education CT FOI Administration, that the state recognizes the hardships imposed by FOI to a volunteer board and suggested that making votes available within week of meeting, based on Wednesday night meetings, would be reasonable based on minutes not being available until after approval at the next monthly meeting.

Resident recommended that minutes should be used as a "to do" list to help board. E DeLeo responded that a separate electronic "to do" list is maintained and distributed among the Board.

Resident said that he has talked to his attorney and recommends that we should seek guidance from our attorney.

It was reiterated by E DeLeo that the votes will be available within one week and monthly minutes after approval by the Board.

Resident stated that if you go to any New Fairfield Board site, you can receive the minutes prior to them being accepted and approved. Resident added that he spoke up two meetings ago (January) and that the minutes did not reflect what happened.

Meeting adjourned.