

**Black Point Beach Club Association
Board of Governors
Minutes of Regular Meeting
Friday, April 24, 2015
6:30 p.m.**

A Regular Meeting of the Black Point Beach Club Association Board of Governors was held on Friday, April 24, 2015 at 6:30 p.m. in the Black Point Beach Club Association Clubhouse located at 6 Sunset Avenue in Niantic, Connecticut.

Present: Mary Cahill, Vice Chair; Dr. Brendan Fox, Kevin Callahan and Jim Pillion
Also Present: Tom Sheehan, Association Manager; Carolyn Boyle, Treasurer;
Cathleen Special, Secretary
Absent: Tom Kelly, Chair; Jim Moffett
Ruth Ames, Tax Collector

1. Call meeting to order; Attendance

Ms. Cahill called the Regular Meeting of the BPBCA Board of Governors to order at 6:30 p.m. A quorum was present.

a. Approval of Minutes of September 25, 2014 Regular Meeting

b. Approval of Minutes of March 28, 2015 Budget Meeting

Ms. Cahill called for a motion or discussion of the minutes of the Regular Meeting held September 25, 2014 and the Budget Meeting held March 28, 2015.

****Motion [1]**

Dr. Fox made a motion to approve the minutes of the Regular Meeting held September 25, 2014 and the Budget Meeting held March 28, 2015 as presented. Mr. Callahan seconded the motion.

Vote: 4 – 0 – 0. Motion Passed.

c. Additional Agenda items

None

2. Reports

• Association Manager's Report – Tom Sheehan

Mr. Sheehan presented his report (see attached). In addition, Mr. Sheehan stated that the signs prohibiting tobacco and alcohol on the beaches will be posted on the existing signs.

Mr. Sheehan is concerned about the condition of the boat ramp. After discussion of possible solutions, it was suggested by Mr. Pillion that the Board enlist the assistance of a few Association members to work with Mr. Sheehan to find a solution. He requested that the matter be added to the agenda for the annual meeting.

Mr. Callahan asked about condition of the trees behind Sea Crest Avenue. Ms. Ann Farley had expressed concern about them at the September 25, 2014 meeting. Mr. Sheehan said that the trees may be on private property and the house where the trees are located is scheduled for demolition. This may solve the problem.

Mr. Callahan also asked if pads will be placed on the basketball poles. Mr. Sheehan will look into it.

- **Treasurer's Report – Carolyn Boyle**

Ms. Boyle reviewed the tax report as of April 24, 2015. The Association has received more than \$4,000 than projected on zoning applications and more than \$3,000 than budgeted for liens and interest. Overall, total income to date is \$258,130 and total expenses are \$180,734, which leaves a net income of \$77,396. Ms. Boyle is expecting several more bills in May.

Mr. Callahan requested that the long-term capital budget balance and checkbook balance be included in the monthly reports. Ms. Boyle will include them on future reports.

****Motion [2]**

Mr. Callahan made a motion to accept the Treasurer's report of April 24, 2015. Mr. Pillion seconded the motion.

Vote: 4 – 0 – 0. Motion Passed.

- **Tax Collector – Mary Cahill for Ruth Ames**

Ms. Ames was not present at the meeting but had provided a copy of her report. The report noted that \$205,176.63 was to be collected on the 2013 Grand List; \$204,028.55 has been collected; \$1,148.08 is outstanding. Ms. Ames's report stated that the four outstanding accounts have had liens placed on them and reminders have been sent. There are no prior year taxes to be collected.

Ms. Boyle noted that over \$4,600 has been collected in prior year taxes.

****Motion [3]**

Dr. Fox made a motion to accept the Tax Collector's report as of April 20, 2015. Mr. Pillion seconded the motion.

Vote: 4 – 0 – 0. Motion Passed.

- **Chair's Report – Mary Cahill for Tom Kelly**

In Mr. Kelly's absence, Ms. Cahill reported that the Secretary has resigned but will stay on through May. Ms. Cahill asked the Secretary to distribute her updated job description to the Board for review. The vacancy will be posted as soon as possible. The posting will include the job description and salary and will request that cover

letters and resumes be sent to the Chair's attention by May 22, 2015. The Secretary will circulate the applications to the Board.

Dr. Fox and Mr. Callahan had questions about the time requirements and skills needed for the position. The position is year-round with the heaviest volume of work from March through October. The Secretary said that applicants should be proficient in Word, Excel and WordPress.

****Motion [4]**

Mr. Callahan made a motion to approve the revised job description for the position of Secretary.

Dr. Fox seconded the motion.

Vote: 4 – 0 – 0. Motion Passed.

- **Ex Officio to Zoning – Mary Cahill**

Ms. Cahill asked that the Secretary check the term expirations of the Zoning Commission members. The Secretary stated that Mr. Cenci had been elected to serve a three-year term ending in 2016, but the following year was again elected to a three-year term, which would have his term ending in 2017.

- **Ex Officio to the Zoning Board of Appeals – Mary Cahill for Tom Kelly**

Ms. Cahill asked that the Secretary check the term expirations of the Zoning Board of Appeals members. More research will have to be done because it appears that some of the members' terms have expired. The Secretary will look into it.

3. New Business

None

4. Old Business

Dr. Fox said that an Association member had asked that the BOG re-visit the suggestion of providing the Association Manager with a golf cart. Mr. Pillion asked Mr. Sheehan to research the cost of a golf cart.

5. Communications

Made available (log attached).

6. Public Comment

Mr. Phil Lombardo, 3 East Shore Drive, asked that the BOG consider adding a Public Comments section to the earlier part of the meeting agenda. This will allow members to express their opinions and concerns on matters before the Board votes on them.

Ms. Sandy Sheehan, 18 Indianola Road, asked that the Board keep the Secretary's position as one position. Having held the position herself and seeing how difficult it was when the position was split into a Recording Secretary and Correspondence Secretary, she would not like to see that done again. She also stated that the Secretary's position is more responsible and takes more time than people realize. Regarding golf carts, Ms. Sheehan

said that club carts are more detailed, with headlights, seatbelts, etc. and cost about \$2,000 - \$3,000. There are golf carts available for less than that, but they would need the required lights, flags, seatbelts, etc. added, which would cost more.

Tom Sheehan, 18 Indianola Road, as a member, offered very kind words and thanked the Secretary.

7. BOG Response

Mr. Callahan agreed with Mr. Lombardo's reasoning for including Public Comments earlier in the meeting as was once done. Mr. Pillion suggested adding Public Comments after Reports and before New Business, while still keeping it after Communications and before BOG Response.

8. Executive Session

****Motion [5]**

Ms. Cahill made a motion that the Board enter Executive Session at 7:20 p.m. to discuss personnel matters. Mr. Callahan seconded the motion.

Vote: 4 – 0 – 0. Motion passed.

****Motion [6]**

Dr. Fox made a motion to exit Executive Session at 8:15 p.m. and return to the Regular Meeting with no action taken. Mr. Callahan seconded the motion.

Vote: 4 – 0 – 0. Motion passed.

9. Adjournment

There being no further business before the Board, Ms. Cahill called for a motion to adjourn.

****Motion [7]**

Mr. Pillion made a motion to adjourn the BPBCA Board of Governors Regular Meeting of April 24, 2015 at 8:30 p.m. Mr. Callahan seconded the motion.

Vote: 4 – 0 – 0. Motion passed.

Respectfully submitted,

Cathleen Special, Secretary

Manager's Monthly Report

April 24th, 2015

Quick Recap of 2014 "Off Season"

1. Bathroom renovations completed in November. \$1000 under BOG approved budget.
2. One vandalism incident to the cement chain post at the clubhouse driveway.
3. 3 Ruptured water pipes at private dwellings. In each case the town was notified and water was shut off at the street.
4. 2 Open windows and 1 open door to private dwellings. ELPD responded. No damage or theft reported.
5. Severe Nor'easter damage to boat ramp and Sea view Catwalk.
\$ 1, 800
6. Sale of Sea Spray ROW completed.
7. BOG approved proposed budget with a 1.586 Mill Rate.
1.52

Current Budget [2014-2015] Work in Progress:

1. New 12 X 24 foot Storage Shed will be delivered the week of May 19th, which includes site preparation.
2. A cement patio extension to be installed late May, weather permitting.
From existing patio to shed doors
3. New Sound System installed at Clubhouse April 12th, 2015.
Wireless

4. **Mid May, Playground will be replenished with 6 inches of new mulch.**
5. **Billow Road storage area is scheduled to be cleared of brush, and will have a stone overlay in late May.** *will save \$800/year
stone - similar to Whitecap 1st*
6. **Weather permitting, beaches are scheduled to be groomed mid to end May.**
7. **Weather permitting, Kayak racks placement scheduled for mid May.**
8. **Weather permitting, all water equipment scheduled for placement by June 1st.**
9. **Clay Courts scheduled for Late May, Early June, date subject to contractor.**
10. **Hard courts open mid May.** *owner of N.E. Tennis Courts was injured. American Courts will take over + honor our contract*
11. **Repair to Boat Ramp, and Sea View walkway also in May, weather permitting.**

Final Comment:

BOG Office to be painted and carpet will be installed on May 4th, 2015. Remnant carpet was purchased for a savings. Again, many thanks to Kim [Sheehan] Meyers, for her donation of the conference table, chairs and file credenza.

Regards,

**Tom Sheehan
Association Manager**

Black Point Beach Club
6 Sunset Avenue, Niantic, CT 06357
Secretary's Log 2014-15
for April 24, 2015 Regular Meeting

Date	To	From	Matter	Format
10/3/2014	G. Hickey	C. Special	Request for Rec Program job application	email
10/9/2014	BOG	C. Croteau	Technology for neighborhood communication	email
10/16/2014	BOG	C. Besade	Radioactive rain	email
10/21/2014	C. Special	T. Sheehan	E-blast regarding kayak removal	email
10/22/2014	L.Olding (webmaster)	C. Special	E-blast regarding kayak removal	email
11/18/2014	C. Special	M.E. Connors	Contact information	email
11/18/2014	R. Ames	C. Special	Contact information for M.E. Connors	email
11/19/2015	BPBCA	Town of East Lyme	Meeting of Government Agencies to be Public	email
11/20/2014	C. Special	T. Sheehan	E-blast regarding clubhouse open house	email
11/23/2014	BOG	J. Earley	Letter of appreciation for T. Sheehan	email
11/24/2014	BOG	S. Mattson	Questions regarding beach access	email
11/30/2014	C. Special	J. Champion	Photos of clubhouse renovations for website	email
12/3/2014	BOG	C. Special	Letter of appreciation for T.Sheehan from J. Earley	email
12/12/2014	C. Special	G. Miller	Old Lyme resident who wanted to post on our bulletin board	email
12/19/2014	G. Hickey	T. Sheehan	Plans for 2105 Club season	email
1/9/2015	C. Special	M.E. Connors	Questions regarding parking stickers	email
1/16/2015	C. Special	B. Brucker	Black Point phone directory	email
1/22/2015	C. Special	T. Sheehan	Request for thank you letter to be sent to K. Meyers	email
1/26/2015	K. Meyers	T. Kelly	Thank you for donation of office furniture	USPS
1/27/2015	BOG	C. Special	Thank you to K. Meyers	email
2/1/2015	J. Earley	C. Special	Acknowledgement of letter re: T. Sheehan	USPS
3/4/2015	BOG	H. Bartlett	CT Tigers group outings for 2015 / forwarded to Men's & Women's Clubs	email
3/31/2015	C. Boyle, J. Champion, G. Hickey	C. Special	Request for information for annual meeting mailing / responses	email
4/6/2015	C. Special	S. Sheehan	File clean up	email
4/9/2015	J. Champion	C. Special	Request to respond to Facebook request regarding bocce	email

4/12/2015	R. Ames	C. Special	Request for updates to Association membership	email
4/12/2015	T. Kelly	C. Special	Letter of resignation of Secretary	email
4/13/2015	BOG, C. Boyle, C.Special	T. Sheehan	Thank you for cleaning out files	email
4/14/2015	BOG	Pyrotecnico	Introduction of fireworks company	email
4/16/2015	Quality Printers	C. Special	Request for Annual Meeting Mailing quote	email
4/16/2015	Town Clerk	C. Special	Agenda for 4/24/15 BOG meeting	email
4/19/2015	BOG, E. Cosgrove,S. Fogarty	T. Kelly	Notice of Demolition of 40 Sunrise Avenue from Bonelli Builders	email
4/21/2015	L.Olding (webmaster)	C. Special	Request for ZBA Application from old website	email
4/23/2015	C. Special	G. Hickey	2015 Club summer schedule for website	email
4/23/2015	C. Boyle, J. Champion, G. Hickey	C. Special	Annual Meeting Mailing	email
4/23/2015	T. Sheehan	C. Special	Request for clubhouse rental schedule	email