

**Black Point Beach Club Association
Board of Governors
Minutes of Regular Meeting
Friday, May 22, 2015
6:30 p.m.**

A Regular Meeting of the Black Point Beach Club Association Board of Governors was held on Friday, May 22, 2015 at 6:30 p.m. in the Black Point Beach Club Association Clubhouse located at 6 Sunset Avenue in Niantic, Connecticut.

Present: Tom Kelly, Chair; Mary Cahill, Vice Chair; Dr. Brendan Fox, Kevin Callahan, Jim Pillion, Jim Moffett

Also Present: Tom Sheehan, Association Manager; Carolyn Boyle, Treasurer; Ruth Ames, Tax Collector; Cathleen Special, Secretary

1. Call meeting to order; Attendance

Mr. Kelly 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 April 24, 2015 Regular Meeting

Mr. Kelly called for a motion or discussion of the minutes of the Regular Meeting held April 24, 2015.

****Motion [1]**

Dr. Fox made a motion to approve the minutes of the Regular Meeting held April 24, 2015 as presented. Mr. Pillion seconded the motion.

Vote: 6 – 0 – 0. Motion Passed.

b. Additional Agenda items

None

2. Reports

• Association Manager's Report – Tom Sheehan

Mr. Sheehan presented his report (see attached). Mr. Sheehan expressed his thanks to members of the Men's Club who power washed the clubhouse and cleared out the main hall; Jim Pillion, Anthony Mastria, and Bob Gilson and his grandson helped move all of the files to the shed. The Zoning Commission needs to purge their old files.

In addition to the items listed in his report, Mr. Sheehan stated that Ledge Light Health District has started testing the water. There was a high bacterial reading at the Osprey beach. The results of a second test are expected to be ready May 23. The other beaches were fine. The high levels could be attributed to the recent heavy rain

or a bad reading, which is why a second test was performed. If the second test comes back high, the beach will be closed.

Ms. Cahill complimented Mr. Sheehan on the work done to the board room

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

Ms. Boyle reviewed the tax report as of May 21, 2015. Total income for the fiscal year was budgeted at \$259,200. Total income to date is \$259,853. Clubhouse use and zoning income are higher than projected. Under expenses, we are under budget on insurance. Under legal services, the claim needs to be turned over to the insurance carrier. Ms. Boyle requested that the Chair put the insurance carrier on notice. We are currently under budget for Operations, but bills are expected for waterfront maintenance and maintenance to the tennis courts and playground. Miscellaneous charges are over budget due to survey fees incurred in the sale of the Sea Spray right of way pieces, but those fees are balanced by the income generated from the sales. Ms. Boyle also noted that any amount over \$50,000 in the checking account is transferred to the investment account.

- **Tax Collector –Ruth Ames**

Ms. Ames reported that in the current year we have four accounts totaling \$1,148 that have not been paid. Numerous notices have been sent. There are no prior year outstanding amounts.

- **Chair's Report – Tom Kelly**

Mr. Kelly reported that Sheehan asked to speak to the Board in Executive Session for a personnel matter. Mr. Kelly put together a guide for the annual meeting. Coffee and donuts have been ordered.

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

Ms. Cahill reported that Steve Reed is resigning as a regular member of the Zoning Commission. Angela Taylor, who is currently an alternate member, will take Mr. Reed's place as a regular member. Mr. Jim Fox will take Ms. Taylor's spot as an alternate. Ms. Cahill asked the Secretary to send letters to each person.

****Motion [2]**

Mr. Callahan made a motion to appoint Ms. Angela Taylor as a regular member of the Zoning Commission and Mr. Jim Fox as an alternate member of the Zoning Commission. Mr. Moffett seconded the motion.

Vote: 6 – 0 – 0. Motion Passed.

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

Mr. Kelly reported that many of the ZBA terms have expired. It was included in the call to the annual meeting, but Mr. Kelly will also mention at the annual meeting that slots are available. The new Board of Governors will need to stay on top of this.

3. New Business

Referring to the documents that are stored in the shed, Mr. Moffett suggested digitizing documents to save space and for ease of access for reference.

Mr. Moffett suggested having the pads for the basketball court purchased under the Recreation Program budget. The pads could be brought out and put away during Recreation Program hours.

Mr. Pillion recommended asking the Association Manager to research the cost of installing surveillance cameras for the clubhouse grounds. Mr. Moffett suggested that it might be beneficial to look into options that can be accessed remotely.

****Motion [3]**

Ms. Cahill made a motion to have the Association Manager research various levels of surveillance for the clubhouse and report back to the Board. Mr. Pillion seconded the motion.

Vote: 6 – 0 – 0. Motion Passed.

Ms. Cahill asked Mr. Sheehan why there is a gap between the two sheds. Mr. Sheehan replied that representatives from Kloter Farms recommended keeping space between them so that snow would not build up in a tight gap and buckle the building. The gap offers ventilation and room to clean the buildings. Mr. Sheehan also reported that he will be chaining the tables to the poles on the patio area so kids will not be able to drag the tables over and climb on the roof as they have been.

Mr. Kelly asked that weekly attendance records for the Recreation Program be reported to the Board. There is concern that attendance has been declining. Mr. Sheehan will discuss this with the Recreation Program Director.

Mr. Callahan noted that at a prior meeting the Board had discussed putting together a committee to develop a plan for the boat ramp. He suggested that a line item be added to the budget for regular maintenance. Mr. Kelly noted that we have a short-term plan to get through the summer and agreed with Mr. Callahan that a long-term plan is needed.

4. Old Business

None

5. Communications

Made available (log attached).

6. Public Comment

Ms. Cheryl Colangelo, 39 Whitecap Road, and Ms. Sue Chodorov, 61 Sea View Avenue, shared suggestions for kayak and paddleboard racks (see attached). There are more

kayaks, boats and paddleboards than the beaches can accommodate. One of the suggestions was to move a rack from the backwaters to the Sea View boat beach. Mr. Sheehan noted that the racks in the backwaters are often full. Ms. Colangelo offered to research paddleboard racks that could be used in the sand. Ms. Boyle suggested that a paddleboard rack might fit on the boat ramp.

7. BOG Response

Mr. Kelly asked Ms. Colangelo and Ms. Chodorov present options for a paddleboard rack to the Board at the next meeting.

Mr. Pillion thanked Mr. Kelly for his six years of service on the Board of Governors.

8. Executive Session

****Motion [4]**

Mr. Pillion made a motion that the Board enter Executive Session at 7:31 p.m. to discuss personnel matters. Mr. Sheehan was invited to join for the period it would take to share what he wanted to present. Mr. Callahan seconded the motion.

Vote: 6 – 0 – 0. Motion Passed.

****Motion [5]**

Mr. Pillion made a motion to give the Association Manager an annual transportation allowance of \$1,500. Ms. Cahill seconded the motion.

Vote: 6 – 0 – 0. Motion Passed.

Mr. Moffett resigned from the Board of Governors for personal reasons effective immediately.

9. Adjournment

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

****Motion [6]**

Dr. Fox made a motion to adjourn the BPBCA Board of Governors Regular Meeting of May 22, 2015 at 9:35 p.m. Mr. Pillion seconded the motion.

Vote: 6 – 0 – 0. Motion passed.

Respectfully submitted,

Cathleen Special, Secretary

Cathleen

Manager's Monthly Report

May 22nd, 2015

Opening Spring Activities:

- 1. Renovations to the BOG Boardroom were completed May 7th, 2015, at a cost of approximately \$1400, which included painting, and new carpet installation. There was a \$300 savings on the carpet, as we were able to obtain a remnant piece at Cluff's.**
- 2. A number of individuals from the Men's Club volunteered to help me with power washing the clubhouse on May 16th, as well as helping to prepare the main hall for upcoming club activities. Many thanks to these members for their hard work, it was very much appreciated.**
- 3. The site prep for the new storage shed occurred on May 20th, and the shed was delivered and installed on May 21st, 2015.**
Jim Pillon, Anthony Mastria, Bob Buson + his grandson
- 4. Landscaping for the clubhouse entrance was completed on May 19th.** *new plantings + mulch*
- 5. The Annual Inspection by the East Lyme Fire Marshall was completed on May 18th. We passed this inspection with no issues. Prior to this inspection, I brought all the fire extinguishers to Shipman for inspection and service. All emergency lights and exit signs were also checked prior to this visit, to make sure they were in working order.**
- 6. The playground was mulched on May 18th, and the new playscape ride, donated by the Women's Club was installed.**
6 inches of mulch was added; received comp marks on the new ride
- 7. Kayak Racks were also placed on May 18th at their usual locations.** *Total of 6 racks. People are asking for additional racks. More paddlers in being used. They take quite a bit of space.*

8. **The initial grooming and cleaning of the beaches occurred on May 15th. This is earlier than usual, as the hope was everyone would be able to enjoy the beaches prior to Memorial Day weekend. Many thanks to Mike Nebelung and his crew for their dedicated efforts, and timely responses to our requests.**
9. **At the September, 2014 meeting, a member requested the Board consider purchasing padded mats for the basketball poles[4]. No directive action was given by the BOG.**

Golf Cart:

At the BOG's request, I researched the cost of purchasing a golf cart to be used by the association manager to be used in the performance of his duties and responsibilities, within the beach area, so as not to use my personal vehicle.

A completely refurbished gold cart, with all the bells and whistles required by the state statutes, as well as the town of East Lyme is \$4200. Hawks Golf Carts, of Clinton .CT, will offer the golf cart to BPBA for \$4000. *Could be stored in new shed.*

Has 6 new batteries.

I request the BOG reach a decision concerning this matter before the conclusion of this meeting.

Final Comment:

I personally want to thank Mary Cahill, Cathleen Special, Carolyn Boyle, and Sandy Sheehan for all the time and effort to complete to tedious task of file purging from our multiple file cabinets. This task has been ignored for many years. *88 pounds of documents shredded.*

Regards,

**Tom Sheehan
Association Manager**

Black Point Beach Club
6 Sunset Avenue, Niantic, CT 06357
Secretary's Log 2014-15
for May 22, 2015 Regular Meeting

Date	To	From	Matter	Format
4/23/2015	T. Sheehan	C. Special	Clubhouse rentals	email
4/23/2015	J. Champion	C. Special	Men's Club calendar	email
4/28/2015	C. Special	W. Pagani	Secretary position	email
4/28/2015	C. Boyle	C. Special	Invoice for Annual Meeting mailing	email
4/30/2015	T. Kelly	M. Lowney	Secretary position	email
5/1/2015	BOG	T. Sheehan	Golf cart information	email
5/3/2015	R. Ames	C. Special	Job Description	email
5/4/2015	C. Special	Quality Printing	Annual Meeting mailing	email
5/4/2015	L. Olding (webmaster)	C. Special	E-blast re: Secretary position	email
5/4/2015	T. Kelly	M. Lowney	Application for Secretary Position	email
5/1/2015	C. Special	S. Reed	Zoning Commission terms	email
5/9/2015	T. Kelly	W. Pagani	Application for Secretary Position	email/USPS
5/10/2015	C. Special	J. Champion	Men's Club/Yoga	email
5/11/2015	C. Special	R. Ames	Tax Collector Job Description	email
5/13/2015	L. Blais (EL Town Clerk)	C. Special	Agenda for BOG regular meeting	email
5/14/2015	S. Sheehan, B. Brucker	C. Special	Annual Meeting member check-in	email
5/16/2015	BOG	P. McAndrew	Boat ramp repair	email
5/17/2015	P. McAndrew	C. Special	Boat ramp repair	email
5/18/2015	C. Special	S. Sheehan	Address	email
5/20/2015	C. Special	BOG	Documents for 5/22/15 regular meeting	email
5/21/2015	C. Special	T. Sheehan	Forwarded email from Sue Chodorov re: dog obedience classes	email
5/21/2015	BOG	C. Colangelo	Sea View boat beach and kayak racks	email