

Minutes of BPBCA BOG February 26th, 2026, Regular Hybrid Meeting - 02/26/26

Date and time: 02/26/26 6:00 PM to: 02/26/26 8:43 PM

Present: Brooke Stevens, Recording Secretary, Jim Schepker, BOG Chair, Bill Bayne, Vice-Chair, Peter Baril, BOG Member, Colleen Chapin, BOG Member, Dominick Reis, BOG Member, David Weiss, BOG Member, Kelly Fecteau, BOG Member, Al Capozza, Treasurer, Jim Moffett, Association Manager, Colleen Hayes, Tax Collector

Location: BP Clubhouse, 6 Sunset Avenue, Niantic, CT, 06357 & Via Zoom

Topics

1. Call Meeting to Order, Establish Quorum, & Opening Remarks

Note Chair Schepker called the Meeting to order at 6:01 p.m. and did roll call; a quorum was present. Following the roll call, attendees were asked to stand for the Pledge of Allegiance and to greet one another.

Note Mr. Schepker reported that two grant applications were successfully submitted on February 20th, 2026, meeting the deadline by 20 minutes. The grants request a total of \$518,500 in state support, including \$400,000 for Bayside projects and \$118,500 for the Estuary Walkway.

Note Mr. Schepker briefly discussed how the Finance Subcommittee, led by the Treasurer, recommended reinvesting three CDs totaling about \$305,000 into the Association's long-term capital fund using FDIC-insured accounts at a local and an online bank. He added that the Board unanimously approved the recommendation.

2. Zoom Info & Link

Note <https://us02web.zoom.us/j/87525526560?pwd=5lbGoRFxCpLGbj90RlaVAnt1NmxEmT.1>

Note Meeting ID: 875 2552 6560

Passcode: 339859

Phone Only: +3052241968

One tap mobile

+13052241968,,87525526560#,,,,*339859# US

Note <https://us02web.zoom.us/j/87525526560?pwd=5lbGoRFxCpLGbj90RlaVAnt1NmxEmT.1>

3. Additions to Agenda

Note There were none.

4. Meeting Minutes

4-1. Regular Meeting Minutes of January 26th, 2026

Note see attached minutes.

 [Minutes_of_BPBCA_BOG_January_29th_2026_Regular_Hybrid_Meeting_01_29_26.pdf](#)

Note Mr. Schepker offered the following corrections:

*"Mary Louise Williams" should be recorded as "Mary Liz Williams."

All references of "SCA" should be changed to "SEA."

*"Tim DiBartolo" should be recorded as "Tim DeBartolomeo."

*Under Summer Rec Program, "Ms. Fecto" should be recorded as "Ms. Fecteau."

*Under item 16, "paylocity" should be changed to "paychex."

*Under item 17, "Kathleen Laughlin" should be recorded as "Cathleen Lafflin."

*Under this same section, it should read that "...this represents a \$13,000 savings over three years, and the policy from Cincinnati Insurance was secured "at a cost of \$2,993 locked in for three years" and is not an annual charge.

Note Mr. Baril said that *"Christine Faulkner" should be recorded as "Christina Flukiger."

Note Mr. Schepker added:

*"Dave Tweet" should be recorded as "Dave Twedt."

*The friends of Black Point appreciation dinner on March 28th will celebrate community contractors- not volunteers.

Note Mr. Bayne said under the seawall railings repair summary "2 railing sections" should be changed to "10 railing sections."

Note Minutes as corrected:

 [Minutes of BPBCA BOG January 29th 2026 Regular Hybrid Meeting 01 29 26 \(1\).pdf](#)

Decision MOTION (1)

Mr. Reis moved to approve the Meeting Minutes of January 29th, 2026, as corrected.

Mr. Baril seconded the motion.

Motion carried, 6-0-0.

4-2. Special Meeting Minutes of February 16th, 2026

Note see attached minutes.

 [Minutes of BPBCA BOG Hybrid Special Meeting 02 16 26.pdf](#)

Note Mr. Reis recommended rewording the 2nd paragraph of Item #6 so that it reads as follows:

"The second CD, also maturing at Bank of America, totals \$175,436. The Subcommittee recommended transferring these funds to Prime Alliance at maturity with a six-month term beginning February 10th, 2026, maturing on August 10th, 2026, earning 3.78% interest with a 3.85% annual yield."

Note February 16th, 2026, Meeting Minutes as corrected:

 [Minutes of BPBCA BOG Hybrid Special Meeting 02 16 26 \(1\).pdf](#)

Decision MOTION (2)

Mr. Reis moved to approve the Special Meeting Minutes of February 16th, 2026, as corrected.

Ms. Fecteau seconded the motion.

Motion carried, 6-0-0.

5. Public Comments & Correspondence

Note see attachment.

 [Privitera Email exchange.pdf](#)

Note There were no Public Comments.

6. Discussion of Coastal Consulting/Sound Engineering Associates Repair Assessment Report (Waterfront Task Force)

Note see attachment #1

 [BPBCA - Consultant SEA report - initial suggested edits questions - final.pdf](#)

Note see attachment #2

 [1-8-26 BPBCA Assessment Attachments Final Part 1.pdf](#)

Note see attachment #3

 [1-8-26 BPBCA Assessment Attachments Final Part 2.pdf](#)

Note see attachment #4

 [1-8-26 BPBCA Assessment Attachments Final Part 3.pdf](#)

Note Mr. Bayne introduced the consulting team and explained that a list of questions and comments from the Board had been consolidated. The list was organized into two sections:

1. Questions that could be answered during the meeting.
2. Questions that would require further review by Coastline Consultants.

Note He suggested scheduling a call the following week between the Waterfront Task Force and the Consultants to address remaining questions.

Note Mr. Baril asked for clarification and Mr. Schepker confirmed that the meeting would be a discussion and that questions could be asked during the presentation, though some answers might not be immediately available.

Note It was also confirmed that the discussion would be based on the Consultant report that has already been circulated.

Note Mr. DeBartolomeo noted that he has over 35 years of experience inspecting waterfront structures, provided background on the site, and explained that the waterfront structures are highly exposed to weather and wave action from Long Island Sound, which contributes to structural wear and damage.

Note He described the inspection process:

*A three-engineer team conducted a full inspection of the structures.

*The condition ratings used in the report follow standards from the American Society of Civil Engineers.

Note Some of the following was highlighted during the Discussion between the Consultants and the Board of Governors:

6-1. Nehantic Pier

Note *Observed voids and displaced stones along the pier.

*There's a small safety issue right now, but it shows the area is still eroding and stones are shifting.

*The recommendation is to add additional armor stone (up to 10% more) to fill gaps. Repairs could be phased over 1 to 2 years.

*Multi-year COP permits are flexible, and any unused stone can just be used later without getting a new permit.

*Previous repairs used smaller stones, not per modern DEEP standards. Current regulations call for minimum 2,500 lb. stones, though armor stone is typically much larger.

*Major storms could worsen the condition suddenly; monitoring is necessary.

Note Possible action items determined-

*Include Nehantic Pier in upcoming permit application for both critical and supplemental repairs.

*Consider a preventative maintenance program with monitoring every 1–2 years.

*Assess stone sizes during future repairs to ensure compliance and durability.

6-2. Indianola Steel Pier

Note *The top two feet of the steel wall are starting to peel apart and crack a little, even though it was fixed in 2020.

*Earlier engineers recommended adding an epoxy coating, but permitting agencies noted the steel could just rust naturally.

*The small cracks aren't expected to affect the structure right now, but it should be watched.

*Basic upkeep should include regular inspections, tracking cracks, and small touch-up repairs to avoid bigger costs later.

Note Possible action items determined-

*Add a plan in the final report for checking and tracking the small cracks.

*Set an annual maintenance budget of \$50,000- \$100,000 for small repairs, coatings, and inspections.

*Think about adding the Indianola Steel Pier to a multi-year permit for any larger future work.

6-3. White Cap Access Way & Drainage Pipe

Note *The concrete slabs have cracks, and the polymer coating makes the surface slippery.

*To improve safety, add wheel stops so trailers don't roll too far, and think about resurfacing the ramps.

*The safety risk isn't severe, but someone unfamiliar with the area could slip or overshoot. Regular users tend to be careful.

*Basic upkeep should include checking the surface, watching for worsening cracks, and doing small fixes to avoid bigger costs later.

Note Possible action items determined-

*Look into resurfacing options and get cost estimates.

*Plan for small safety repairs in the FY26–27 budget.

*Keep an eye on ramp conditions, especially when it's wet or stormy.

6-4. Sea Breeze Pier

Note *This pier has the biggest sinking/settling, about 18–24 inches on both sides.

*Its main job is erosion control using large armor stones, but there are some gaps and empty spots.

*Repairs can be done in stages- fix the worst areas first, then add more stone later.

*Big storms could make the settling and gaps worse.

Note Possible action items determined-

*Add this pier to the permit for both urgent repairs and extra armor stone.

*Create a 1–2-year plan to handle repairs in phases.

*Keep watching the settlement and adjust the plan if new gaps show up.

6-5. Sea View Boat Launch

Note *No major problems were found, but it was still reviewed as part of the overall waterfront structures.

*Maintenance should focus on keeping the area safe and easy to use, especially during high tides and storms.

Note Possible action items determined-

*Add this site to the general waterfront permit so routine upkeep is covered.

*Plan for small maintenance tasks if any erosion or structural issues start to show.

6-6. Osprey Pier

Note *Some of the stone structures aren't really working anymore for erosion control because the stones have spread out.

*DEEP says these structures only qualify for a COP permit if they're still in their original footprint and still doing their job. If they aren't working, they may not qualify.

*Many of these groins were built privately years ago, and some are just leftover pieces of old piers or wood structures.

*The north and south groins were reviewed; some might need to be added to a multi-year permit depending on how soon they'll be used or if they pose any risk.

Note Possible action items determined-

*Include the Osprey structures that are still working in the permit application.

*Leave out groins that don't meet COP rules unless you plan to fix them soon.

*Keep watching the area for erosion, stone movement, and any new risks.

6-7. Monitoring and Maintenance

Note *Consultants advised doing more frequent inspections, not waiting 5–10 years between structural reviews.

*Implement regular inspections (every 1–2 years) to track cracks, stone displacement, and erosion.

*Basic maintenance could include sealing cracks, moving stones back into place, adding extra armor stone, and small coating or touch-up work.

*The Board should think about setting an annual budget for this routine maintenance.

*Estimated annual PM (Preventative Maintenance) budget of \$50,000–\$100,000 to cover minor repairs, coatings, and stone replacement.

*Prepare for sudden damage during major storms; maintain emergency repair funds.

*Include updated key plans and site drawings in final report showing all structures and observed deficiencies.

6-8. Permitting Approach

Note *Combine multiple structures under a single permit to save on design and environmental review costs.

*Work can be done over several years; unused authorized materials can remain for future maintenance.

*Include critical and near-term repairs immediately; defer less critical work to later phases.

*Include detailed proposal from consultants outlining scope, priorities, and estimated costs for permit submission.

6-9. Budget and Long-Term Planning

Note *Immediate safety issues should be funded in the FY26–27 budget (Nehantic Pier, Sea Breeze Pier, White Cap ramp) to be included.

*Longer-term planning should include a 2 to 5-year capital plan for phased repairs and ongoing maintenance.

*The plan should also include contingencies for storm damage or repairs that end up being larger than expected.

*Cost Considerations- Permit fees, design costs, material (armor stone), resurfacing, and routine inspections included in projections.

6-10. Further Discussion

Note  [summary_chart.png](#)

Note critical chart summary

 [Critical Waterfront Costs Pdf.pdf](#)

Note Key points:

*Put immediate attention on anything that could affect safety.

*A multi-year COP permit gives flexibility to do work in stages and adjust plans later.

*Regular monitoring and small maintenance tasks help avoid bigger, more expensive repairs down the road.

*Use DEEP-approved stone sizes so the structures last longer and stay compliant.

*Keep working with the DEEP to confirm which Osprey Pier structures and groins qualify for COP coverage.

Task The Board asked the Consultants to include a cover letter with their final report, include a key plan with structures and deficiencies, monitoring and maintenance recommendations, and develop a 2–5-year capital plan with phased repair strategy.

Note Board members discussed past pier repairs and changes in regulatory expectations regarding stone size used for coastal structures.

*It was noted that during earlier projects (around 2006), DEEP had fewer specific requirements regarding stone size and repair methods.

Anita Schepker recalled that when she was on the Board, previous contractors were not given strict specifications for armor stone size, which may have resulted in smaller stones being used that did not hold up well during storms.

*During more recent meetings with DEEP representatives in July 2024, officials repeatedly emphasized that stones used for repairs must be significantly larger.

*DEEP's current guidance recommends a minimum stone size of approximately 2,500 pounds for groin structures.

Mr. DeBartolomeo noted that while 2,500 pounds is considered a minimum, true armor stone is often significantly larger, sometimes two to three times that weight.

He added that they plan to conduct coastal modeling to determine wave forces and calculate the appropriate minimum stone size needed for each location.

Mr. Bayne emphasized the importance of hiring professional engineers to design repairs and determine appropriate materials, rather than relying solely on regulatory agencies for design specifications.

Task Ms. Chapin requested that the email responses from DEEP and any related pre-application materials be shared with the Board for reference.

Note Ms. Chapin thanked the engineering team for their report, noting that it provides a strong foundation for planning future maintenance and capital projects. Board Members emphasized how important the coastal infrastructure is to the community and acknowledged the significant costs involved in keeping it in good condition. The report will guide the Board in setting repair priorities, phasing work, and shaping long-term budgeting. The engineering team was thanked for their efforts.

7. New Bylaw for Consideration and Comment – Conflict of Interest (C. Chapin)

Note see attachment.

 [Conflict of Interest By Law - For Consideration - 2026-02-26.pdf](#)

Note Ms. Chapin presented a proposed Conflict of Interest policy to be added to the Association bylaws.

Note Ms. Chapin reminded everyone that the topic was introduced at the previous meeting, the Board previously agreed that the policy should be adopted through the formal bylaw amendment process, and that the document was revised to align with that process.

Note Following consultation with Attorney Branse, Association legal counsel, several updates were made:

*Instead of allowing an individual Member to unilaterally declare a conflict of interest, the Board will confirm whether a conflict exists after the disclosure is made. This approach helps avoid reading conflicts in an overly strict way.

*Board Members appearing before local, state, or federal agencies on matters involving Association business must clarify whether they are speaking in their official capacity as a Board Member, or speaking as a private citizen.

*A definition of "immediate family" was added to the policy, and the language was taken directly from the policy used by the Town of East Lyme. The definition includes parents, grandparents, spouses, children, siblings, step-relatives, and in-laws.

Note Ms. Chapin recommends that this be added to the bylaws, Article, Section II, "Conflict of Interest."

Note Board Members were invited to suggest edits, corrections, or clarifications.

Note Public comment may be opened for this agenda item before final adoption and a formal vote on the bylaw amendment is expected to occur at the next regular meeting.

8. Black Point Boundary Expansion Update (B. Bayne, C. Chapin, D. Reis)

Note The Board reviewed advice from legal counsel regarding expanding the Association's geographic boundaries to include additional contiguous properties which led to an in-depth discussion. Key points included:

*The Association is subject to Connecticut General Statutes governing special taxing districts, requiring a formal process for boundary changes.

*Expansion requires a public hearing, approval by a two-thirds majority vote of the affected property owners, and a charter amendment.

*Initiation fees are not permitted, but application fees to cover legal expenses are allowed, provided they are revenue neutral.

Note The Board debated whether to offer a one-time opportunity for neighboring properties to join or to allow continuous opt-ins. The favored approach was a one-time, limited offer to contiguous neighbors to avoid frequent charter revisions.

Note Plans were made to send an informal letter to eligible contiguous properties outlining the opportunity to join, associated obligations (such as taxes), and deadlines for expressing interest.

Note The Board agreed to conduct an anonymous survey of current members to gauge interest and concerns about boundary expansion before proceeding with formal steps. Charter changes could take 6 to 16 months to finalize.

Decision A draft letter will be prepared for review at the next meeting. The survey will be distributed to members via email blast, with results informing the May Annual Meeting discussions and potential votes.

9. Guide to Property Maintenance Document Discussion (C. Chapin, D. Weiss)

Note see attachment.

 [BPBCA Guide to Property Maintenance \(1\).docx](#)

Note A property maintenance guide, originally created by the Zoning Board, was reviewed. It serves to inform property owners about local regulations and best practices for maintaining their properties.

Task Board Members were asked to review the draft guide and provide feedback or suggested edits within two weeks.

Note Mr. Weiss reported that the guide will be updated to include specific instructions regarding portable toilets (porta potties), addressing recent member inquiries about their placement and maintenance. The updated guide is planned to be included in the May mailing to all members for awareness.

10. Budget Calendar for FY 2026/27 Review (A. Capozza)

Note see attachment.

 [BP Budget Calendar-2026-2027.docx](#)

Note Mr. Capozza reviewed the budget calendar:

*Initial data collection and preliminary budget preparation by mid-March.

*Budget review and updates through April, including a special budget-focused meeting on April 9th.

*Final budget approval targeted for the April 23rd Board meeting.

*Budget mailing to members by May 1st in preparation for the Annual Meeting vote.

Note Mr. Capozza added that through February 23rd, revenues reached 99% of budget at \$443,000, with expenditures at 75% of budget. The long-term capital fund stands at approximately \$430,000.

Note *Snow removal costs from recent storms pose a risk to the current positive cash flow and will require monitoring.

11. Summer Rec Program Update (K. Fecteau)

Note Ms. Fecteau reported a strong response to a recent survey, with 47 out of 77 families responding. A May meeting is scheduled to discuss survey results and finalize plans for the summer youth program, including volunteer coordination and program structure.

12. Reports

12-1. Beach Association Manager (J. Moffett)

Note see attachment.

 [Feb 2026 Managers Report.pdf](#)

Note Mr. Moffett referenced his attached report and provided a brief overview of February activities. He stated that the month focused primarily on planning and coordination, including strengthening vendor relationships, coordinating with town partners, advancing the budget process, and preparing for the upcoming summer season. He noted that additional updates will be provided as inspections, installations, and scheduling progress.

Note Mr. Schepker noted inconsistencies in several dates within the report, including beach cleaning start dates and other seasonal timelines. Mr. Moffett was asked to review the report and ensure that the dates are consistent and finalized throughout the document.

Task Mr. Schepker also asked Mr. Moffett to coordinate with Larry Connors regarding the kayak and paddleboard rack installations, which are scheduled to begin during the first week of May, so that necessary rack repairs can be completed in advance.

Owned by Jim Moffett, Association Manager

12-2. Tax Collector (C. Hayes)

Note see attachment.

 [Tax Collector Feb Report.pdf](#)

Note Ms. Hayes summarized the delinquency information previously shared by email:

*For the current fiscal year, approximately \$1,000 remains outstanding from two property owners, and liens have been filed on both properties.

*For Fiscal Year 2024–2025, one property owner still has an outstanding balance. A lien was filed on that property last year.

*Two liens were filed during FY 2024–2025, one of which has since been paid.

Note Ms. Hayes reported that the Grand List data provided by the Town of East Lyme was received in an improved, editable format this year. This will allow her to more easily generate reports for the Board.

12-3. Treasurer (A. Capozza)

Note see attachment #1

 [Black Point-Budget vs Actual -thru 2-24-2026 YTD-Operations.pdf](#)

Note see attachment #2

 [Black Point-Budget vs Actual -thru 2-24-2026 YTD-Rec Prog.pdf](#)


Note see attachment #3

 [Black Point-Budget vs Actual -thru 2-24-2026 YTD-LT Capital Fund.pdf](#)

Note see attachment #4

 [Black Point-Budget vs Actual -thru 2-24-2026 YTD-Balance Sheet.pdf](#)

Note see attachment #5

 [R D -1-28-26 to 2-24-26.pdf](#)

Note Mr. Capozza presented the financial report covering July 1st through February 23rd:

*Total receipts- \$443,000 (approximately 99% of the annual budget), reflecting an increase of about \$3,000 since the previous month, primarily from zoning fees, taxes, and interest income.

*Total disbursements- \$335,000 (approximately 75% of the annual budget), representing an increase of about \$30,000 since the previous report.

Note Major expenditures included-

*\$14,000 for survey work.

*\$5,000 in payroll.

*1,800 in insurance and maintenance expenses.

*Payment for half of the A-1 survey associated with the EGI project

Note As of February, operations show a positive balance of approximately \$108,000 for the fiscal year. He cautioned that the projected \$4,000 year-end surplus is uncertain due to recent and anticipated snow removal expenses, which are expected to consume most or all of that remaining balance.

Note *The recreation program budget remains unchanged and is currently projected to finish the year with approximately \$6,000 in surplus.

Note *The Long-Term Capital Fund balance is approximately \$430,956.

12-4. Zoning/ZBA (D. Weiss)

Note see attachment.

 [February 2026 - ZEO Update.docx](#)

Note Mr. Weiss provided an update on zoning and ZBA matters:

*He and Mr. Schepker continue to meet monthly with Jim Ventres.

*Current work includes addressing hedge height issues, although progress has been limited during the winter months. A surveyor will be needed to establish property lines for certain properties.

*Enforcement activities also include addressing unregistered boats and vehicles. One unregistered vehicle was recently removed from a member's property.

Note The Association is continuing efforts to identify a firm to conduct the traffic study. Coordination is underway with Town of East Lyme officials to identify potential contractors as the town proceeds with a related bidding process.

Note Ms. Chapin noted that a ZBA hearing is scheduled for March 19th. Public notice will be issued the following week through the Association website and local newspaper, and the hearing will be held in hybrid format at the Clubhouse.

Note Ms. Stevens noted that Zoning Commission member Joe Katzbek has moved, creating a vacancy on the Commission. Keith Turner has expressed interest in becoming a full member of the Zoning Commission, and the BOG will need to vote on the appointment.

Ms. Stevens also reported that, at the request of Jim Fox, a notice has been posted on the Association website seeking additional interested candidates to fill the alternate vacancy.

12-5. Men's Club (R. Diachenko)

Note There was no report.

12-6. Women's Club (H. Maguire)

Note There was no report.

12-7. Wrecking Crew (et al)

Note There was no report.

13. Further Public Comments

13-1. Alice Baril of 17 Sea View

Note Ms. Baril asked for clarification regarding the proposed boundary expansion for contiguous properties. She questioned whether the opportunity to join would be a one-time offer or if additional properties could request inclusion in future years.

Note Board members explained that any property added through the process would become permanently included under the Association charter, regardless of future ownership changes.

Note It was noted that the Board cannot predict how future Boards may address similar requests, but the current effort is focused on addressing the situation based on current conditions and interest from contiguous property owners.

13-2. Colleen Hayes of 20 Sea Breeze

Note Ms. Hayes asked about the status of seasonal job applications, noting she had not yet seen the posting on the Association website.

Note Ms. Fecteau responded that the Recreation Director was unable to attend the meeting due to recent school cancellations but indicated that applications should be available by Sunday, at which time the application link will be posted on the website.

14. Chair's Closing Remarks

Note Mr. Schepker thanked those attending both in person and virtually, noting that the Board appreciates the community's continued interest and support.

Note Mr. Schepker also acknowledged the significant amount of volunteer effort dedicated to addressing ongoing coastal infrastructure and shoreline issues affecting the Bay and estuary areas. Several individuals were recognized for their contributions, including:

*Larry Connors, Meg Parulis, Joe Spalluto, Scott Bayne, Reno & Dianne Soucy, Skip Guzy, Mike Johnson, as well as many others working behind the scenes to support these initiatives.

Note He expressed the Board's appreciation for the time and expertise these volunteers have contributed.

15. Adjournment

Decision MOTION (3)

Ms. Fecteau moved to adjourn the February 26th, 2026, BOG Meeting at 8:43 p.m.

Mr. Reis seconded the motion.

Motion carried, 6-0-0.

Note Respectfully Submitted,
Brooke Stevens,
Recording Secretary

Next Meeting

Meeting title: Bpbca bog march 26th, 2026, regular hybrid meeting
Date and time: 03/26/26 06:00 pm to: 03/26/26 08:00 pm
Location: BP Clubhouse, 6 Sunset Avenue, Niantic, CT, 06357 & Via Zoom

Task Summary

New Tasks

Task The Board asked the Consultants to include a cover letter with their final report, include a key plan with structures and deficiencies, monitoring and maintenance recommendations, and develop a 2–5-year capital plan with phased repair strategy.

Task Ms. Chapin requested that the email responses from DEEP and any related pre-application materials be shared with the Board for reference.

Task Board Members were asked to review the draft guide and provide feedback or suggested edits within two weeks.

Task Mr. Schepker also asked Mr. Moffett to coordinate with Larry Connors regarding the kayak and paddleboard rack installations, which are scheduled to begin during the first week of May, so that necessary rack repairs can be completed in advance.

Owned by Jim Moffett, Association Manager