

**BLACK POINT BEACH CLUB – BOARD OF GOVERNORS
REGULAR MEETING
Thursday, APRIL 28th, 2011
MINUTES**

A Regular Meeting of the Black Point Beach Club Board of Governors was held on Thursday evening, April 28, 2011 at 7 PM in the Black Point Beach Association Clubhouse located on 6 Sunset Avenue in Niantic, CT.

PRESENT: Tom Kelly, Chairman, Maribeth Stone, Vice-Chair, Mary Cahill, Roberta Jordan, Nancy Flynn, Dan Lemieux

ALSO PRESENT: Mike Manifold, Association Manager
Carolyn Boyle, Treasurer
Mary Cahill, Tax Collector
Karen Zmitruk, Recording Secretary, Pro-Tem

ABSENT: Dr. Brendan Fox

◆ **Call to Order**

Chairman Kelly called this Regular Meeting of the Black Point Board of Governors to order at 7:10 PM and stated that a quorum was present.

1. Attendance and Appointment of Alternates if needed

Mr. Kelly noted the members and staff in attendance as listed above.

2. Approval of Minutes – March 24, 2011 Regular Meeting

Mr. Kelly called for a motion or any discussion on the March 24, 2011 Regular Meeting Minutes.

****MOTION (1)**

Ms. Stone moved to approve the March 24, 2011 Regular Meeting Minutes of the Board of Governors as presented.

Ms. Cahill seconded the motion.

Vote: 6 – 0 – 0. Motion passed.

3. Manager's Report – Mike Manifold

Mr. Manifold provided a report for April 2011 that included the following:

- **Signed agreement with the Town for beach cleaning** – Same price as last year.
- **Quote for new boat dock is \$5600** – This price is \$200 less than last year and the money is in capital for this item. Mr. Manifold suggested that they replace south pier in south beach first as it gets used more. This is in line with their replacement schedule.

****MOTION (2)**

Mr. Lemieux moved to approve spending up to \$6000 for a new dock at south pier in south beach.

Ms. Flynn seconded the motion.

Ms. Jordan asked if this was already factored into the budget.

Mr. Manifold said yes.

Vote: 6 – 0 – 0. Motion passed.

- **Wall to be painted by Men's Club in May** – The Men's Club has offered to do this and it will represent a savings of some \$1300 to the Association.
- **Bob Gilson credit card** – Mr. Manifold said that Mr. Gilson repeatedly needs to purchase things in order to do repairs and suggested that they get him a credit card with a limit of up to \$1000.

Ms. Boyle said that they have multiple credit cards on the same account and that this could be done.

Mr. Manifold said that Mr. Gilson would still have to run any expenditure past him prior to utilizing the credit card and submit receipts.

The consensus of the Board was to provide Mr. Gilson with a credit card with a limit up to \$1000.

- **Attawan request to share Ace Security**

Mr. Manifold said that Attawan Beach has approached them to share the services of Ace Security. Ace has said that if they were to do that then they would halve the \$34/hour rate to \$17/hour for each of them.

Ms. Cahill asked how this would work when we have more roads than Attawan does. She also noted that unfortunately Ace is not taken seriously with respect to enforcement and questioned if their money would be better spent utilizing the East Lyme Police.

Ms. Flynn said that she preferred having the East Lyme Police in on the weekends and a suggestion was made to contact Mr. Formica and Sgt. Blanchette regarding having the East Lyme Police patrol over the weekends and holidays.

Mr. Manifold said that he would meet with Mr. Formica and Sgt. Blanchette and see what could be worked out within the scope of their budget.

- **Security Cameras around Clubhouse**

Mr. Manifold said that he would like to set up security cameras around the clubhouse with video recording versus the ADT.

Ms. Flynn asked how long the video would be retained for – 10 days, longer - ?

Mr. Manifold said that he was not sure but would check. He added that if he could have it done for less than \$1000 that he would like to go ahead with this project.

Ms. Boyle commented that she also thought that ADT does fire protection and that they might get a credit on their insurance for having that. She said that ADT is \$102/quarter.

Mr. Kelly said that he would want the cameras put up high enough to avoid damage to them.

****MOTION (3)**

Mr. Kelly moved to authorize spending up to \$2000 for security cameras for the Clubhouse.

Ms. Stone seconded the motion.

Vote: 6 – 0 – 0. Motion passed.

- **Black Pointer distributed at Black Point Store (pending owner agreement) and clubhouse –**

Mr. Manifold suggested that he speak with the new owner of the Market and ask if the Black Pointer could be placed there for members to pick up and that they cease delivering it. He said that it is also available on the website and that all of the issues from last year are still posted for review. He noted that the market would be opening on May 1, 2011 and that it would be open regular hours.

Ms. Cahill commented that not delivering it would help the recreation program as they spend a lot of time trying to coordinate delivery and then receiving complaints. In this way, people could pick one up.

The consensus of the members was that this was a good idea and that the owner of the Market would be asked if he would be willing to have the Black Pointer in his store for people to pick up.

Mr. Manifold also reported that he has asked Mike Nebelung for an estimate on what it would cost to remove the shed at the top of Billow Road. He also asked if they would allow the Sports Camp that will be run by Todd to take in people outside of our beach.

The consensus of the members was NOT to set a precedent of outside people due to insurance liability issues.

4. Treasurer's Report – Carolyn Boyle

Ms. Boyle went over her report and a copy of the check register was provided. She noted that the current loss of \$2,092 (at this point in time) will most probably not remain this way as the year progresses. Checking and Sweep - \$111,475.41; Long term capital - \$16,417.82.

5. Members Comments

Mr. Kelly called for comments from the members.

Will Fountain, 31 Whitecap said that he had written a letter to the Board asking to review the financial records among other items. He said that he does not think that this is the time to be giving people raises. He said that the old pier paperwork will tell them where the high water mark is and they may find that they are not able to build a kayak dock. He said he likes the camera idea and suggested that with respect to the Clubhouse shed that they get all of the groups together that have items in it to go through and clean out their stuff and throw away what is broken or useless and that then they will find that they have room in the shed for the things that need to be stored there. He noted that he spoke with someone who works with security equipment who told him that they could install cameras that would be able to provide them with clear site of the writing on the shirts of the kids playing on the tennis courts and in the back area so that they could see who they are as the tennis area as well as clubhouse area has suffered damages.

Tom Sheehan, 18 Indianola Road said that in considering Ace Security and the ELPD that the ELPD has two types of overtime – one at \$125/hour and the other being a private duty job. He said that he would encourage them to go forward with having the ELPD cover our area as Ace would be a waste of time and money.

Jane McLane, 24 Seaview said that she was interested in how they would present the kayak dock at the annual meeting.

Sue Chodoror (?), 61 Seaview asked if anyone had obtained prices for kayak racks.

Ms. Jordan noted that they could not answer questions during member comments.

6. Chairperson's Report & Correspondence, ZBA Liaison comments

Mr. Kelly reported that there was no action with the ZBA; they received a letter from Mr. Fountain that was previously addressed and which Mr. Manifold had replied to and; many had made the suggestion to send a plant to the Black Point Market for their May 1, 2011 grand opening wishing them well.

The consensus of the members was to spend up to \$150 to send a plant from the Board of Governors, Black Point Beach Association to the Black Point Market congratulating them and wishing them success.

Mr. Kelly also noted that the Annual Meeting was coming up and that Ann Farley had dropped stuff by about the Women's Club for mailing as they will be having a tag sale. He said that they would like to put all of this information in the budget mailing and were looking for information from the Men's Club and the Recreation Program.

Ms. Stone explained that Ms. Farley had put notices out that there would be a Tag Sale on the Saturday of Father's Day weekend for everyone at Black Point to sell their stuff by renting a table. Money from the table rental would go to Child and Family Services. The table rental fee has not been determined yet.

7. Tax Collector's Report, Zoning Commission liaison comments

Ms. Cahill said that the Zoning meeting was the following evening. She reported that all taxes have been collected except for two delinquents. Liens have been placed on the properties and the total owed is \$403.21. The new grand list shows them being up by around \$6000 and that figure should be better next year with all of the building that is going on at present.

8. Committee Reports

▪ Administration

Ms. Jordan said that she had sent out the draft of the Secretary job description and provided them with a draft of the Tax Collector job description this evening for their review.

Mr. Kelly said that once they have reviewed them and agreed that they are correct that they would be posted on the website.

- **Capital Improvements**

Mr. Lemieux presented a tennis court replacement work proposal from Sullivan Paving in the amount of \$64,500 inclusive of \$6000 contingency for any cost overruns. He said that they would like to start this project right after Memorial Day and they would be looking for capital monies from this fiscal year and the next due to the timing of the project as they would like it to be for use this season.

Lengthy discussion ensued on the funding of the capital items and the necessity to set up a list. Items such as the roof replacement at the clubhouse, tennis courts replacement, parking lot paving, etc would be placed on the list. It was suggested that items over \$10,000 in cost be put on the capital improvement listing. It was also considered a good project to complete without having to raise the mill rate as they already have the funds in capital to cover this project.

9. Old Business

- **Budget Discussion Continued**

Mr. Manifold summed that they would spend \$65,000 from capital for the tennis courts – a capital improvement; they replenish \$8,200 to it per year and have roughly \$112,000.00 in it at present. In this way, they would not have to raise the tax mill rate.

After discussion on a request for an increase in salary that Mr. Manifold had received from Ms. Smith, who does the Black Pointer, the consensus was to increase that line by \$300. Other changes were discussed but final figures would be contingent upon other increases to be discussed in Executive Session with Mr. Manifold making the necessary adjustments after that and working with Ms. Boyle to finalize the budget.

- **Tennis Courts**

As they had discussed this at length previously, Mr. Kelly called for a motion.

****MOTION (4)**

Ms. Flynn moved to approve the expenditure of \$65,000 for replacement of the asphalt tennis courts and fence area with capital monies available in the current fiscal year budget and from the FY 11/12 fiscal year.

Ms. Stone seconded the motion.

Vote: 6 – 0 – 0. Motion passed.

- **Kayak Dock**

Ms. Cahill asked that they present all of the information on this at the Annual Meeting and let the people know all of the details of the location of this and that they will have to walk out to it.

It was agreed that Mr. Manifold would present the Capital Improvement Plan and the information on the Kayak Dock and the tennis courts at the Annual Meeting.

Mr. Kelly said that he would send out a list of the capital items in a suggested priority for them to review and suggest other items or priority listing.

10. New Business

- **Secretary Position Opening**

This was previously discussed. The position will be posted.

- **Treasurer Position Opening**

This was previously discussed. The position will be posted.

- **Zoning and ZBA Open Positions**

Mr. Kelly said that there are two vacancies on each of these Commissions and that they would solicit for parties interested in serving and then interviews would be conducted. They would be interested in people who have some experience and a willingness to serve, and who are also available for the meetings.

Mr. Manifold noted that a few people had approached him with interest and that he would provide that information to them.

11. Members Comments

Tom Sheehan, 18 Indianola Rd. reminded them about the vandalism of construction trailers and other items around our area and suggested again that the ELPD would provide better service. He also suggested that they add the addition of a handicap ramp to the beach area to the capital item listing – one for Main Beach, one for Nehantic and one for Whitecap. He asked if the raise to the person doing the Black Pointer would be offset by the cost of the delivery that they are eliminating. He lastly suggested that they offer the Whitecap parking lot for boat storage during the off season for a fee.

Will Fountain, 31 Whitecap said that with respect to the tennis court replacement that sometime in May they will have to buy the poles for the nets ahead of time – if they get them in Waterford and pick them up - they could easily save some \$500 to \$1000 in shipping.

12. Executive Session

****MOTION (5)**

Ms. Flynn moved that they enter into Executive Session for the purpose of discussion on personnel issues at 10:10 PM.

Mr. Lemieux seconded the motion.

Vote: 6 – 0 – 0. Motion passed.

****MOTION (6)**

Ms. Stone moved that they return to Regular Session at 11:02 PM with no action taken in Executive Session.

Ms. Flynn seconded the motion.

Vote: 6 – 0 – 0. Motion passed.

****MOTION (7)**

Ms. Stone moved to approve the annual salary of the BPBC Secretary in the amount of \$4000.

Ms. Cahill seconded the motion.

Vote: 4 – 2 – 0. Motion passed.

Against: Ms. Jordan, Mr. Lemieux

****MOTION (8)**

Ms. Stone moved to approve the annual salary of the BPBC Treasurer in the amount of \$7000.

Ms. Cahill seconded the motion.

Vote: 4 – 2 – 0. Motion passed.

Against: Ms. Jordan, Mr. Lemieux

****MOTION (9)**

Ms. Stone moved to approve the annual salary of the BPBC Tax Collector in the amount of \$7000.

Ms. Cahill seconded the motion.

Vote: 4 – 2 – 0. Motion passed.

Against: Ms. Jordan, Mr. Lemieux

13. ADJOURNMENT

There being no further business before them – Mr. Kelly called for a motion to adjourn.

****MOTION (10)**

Mr. Kelly moved that the BPBC Board of Governors Regular Meeting of April 28, 2011 be adjourned at 11:10 PM.

Ms. Flynn seconded the motion.

Vote: 6 – 0 – 0. Motion passed.

Respectfully submitted,

Karen Zmitruk,
Recording Secretary, Pro-Tem