

**Black Point Beach Association  
Board of Governors  
September 26th, 2019 Regular Meeting Minutes**

Present: Cheryl Colangelo, Chair  
Will Fountain  
Bill McDowell  
Cary Michael Johnson  
Steve Beauchene

Absent: Phil Lombardo  
Tom Sheehan

Also Present: Ruth Ames, Tax Collector  
Jim Ventres, Zoning Enforcement Officer  
Colleen Chapin, Zoning Board of Appeals Chair  
Mark Zamarka, Black Point Beach Club Association Attorney

The Regular Meeting of the Black Point Beach Club Association Board of Governors was held on Wednesday, September 26th, 2019, at 6:00 p.m. in the Black Point Beach Club Association Clubhouse located at 6 Sunset Avenue in Niantic, Connecticut.

**I. Call Meeting to Order & Attendance**

Ms. Colangelo called the Regular Meeting of the BPBCA Board of Governors to order at 6:00 p.m. A Quorum was present.

**II. Executive Session**

**MOTION (1)**

**At 6:02 p.m. Dr. Beauchene moved to enter Executive Session for the purpose of discussing pending litigation regarding the climbing wall and the Zoning Board of Appeals, and invited Attorney Zamarka, Mr. Ventres and Ms. Chapin to join them. Mr. McDowell seconded the motion. Motion carried, 5-0-0.**

**Ms. Colangelo noted that Mr. Lombardo will be participating in the Executive Session and attending a portion of the meeting via telephone.**

**MOTION (2)**

**Dr. Beauchene moved to exit Executive Session at 7:10 p.m. with no action taken. Mr. Johnson seconded the motion. Motion carried, 5-0-0.**

### **III. Approval of Meeting Minutes**

#### **MOTION (3)**

**Mr. McDowell** moved to approve the Meeting Minutes of August 22nd, 2019 as presented.

**Mr. Fountain** seconded the motion.

**Motion carried, 5-0-0.**

#### **MOTION (4)**

**Dr. Beauchene** moved to approve the Meeting Minutes of August 31st, 2019 as presented.

**Mr. McDowell** seconded the motion.

**Motion carried, 5-0-0.**

### **IV. Communications to Board**

**Ms. Colangelo** confirmed that the Secretary Log will be posted (attached.)

### **V. Public Delegations**

Cindy Trocki of 22 Blue Heron said that in regards to the climbing wall, some consideration should be made given that Mr. Cianci has lost some privacy; she stressed the importance of the Association and Membership being unified rather than having an adversarial relationship.

### **VI. Report**

#### **1. Resignation, Tom Sheehan**

Ms. Colangelo noted that Mr. Sheehan has resigned from the Board of Governors due to travel and personal commitments.

#### **2. Treasurer, Cynthia Donovan**

Ms. Colangelo said that Ms. Donovan was unable to attend the meeting this evening but that on behalf of the Board, she'd like to welcome her aboard as the new treasurer. Ms. Donovan submitted her report via email (attached.)

#### **3. Tax Collector**

Ms. Ames discussed her report (attached) and noted some of the following:

- Real Estate taxes- there are 19 outstanding accounts and 2 of them have made partial payments.
- The outstanding balance is \$5,714.21
- We've collected to date \$203,163.30
- Special Assessment- there are 28 outstanding accounts and 10 of those have made partial payments.
- Of \$606,873 to be collected the outstanding balance is \$19,960.
- We've done very well.
- Delinquent notices have been sent out.

#### **4. Association Manager**

Mr. Moffett discussed his report (attached) and shared some of the following:

- He's spoken with Atlantic Floor Covering regarding ideas for an epoxy floor and concrete polishing for the clubhouse and will be meeting with them in the next couple of weeks.
- He'd like the Board to consider replacing the sign at the top of Billow Road.

Ms. Colangelo noted they discussed the two signs in need of replacement at the previous meeting and the Board instructed Mr. Moffett to proceed with replacing them.

Mr. Moffett further shared that:

- The bench is being installed on Brightwater next week.
- He pulled out all the lines.
- He, Mr. Johnson and Mr. Fountain will determine an appropriate time for power washing.
- He said in response to the Board's request at the last meeting to seek another bid (for the area adjacent to the Bocce Court), he did, and Mr. Nebelung's bid is lower.
- He would like a kayak rack to be considered for the bottom of Sea Spray and he spoke with Mr. Ray about the possibility of building one.

Mr. Fountain said he is not in favor of the kayak rack; no racks should be on right-of-ways and he has been told that by the Town. After some discussion it was decided that Mr. Fountain and Mr. Johnson will visit Town Hall for clarification regarding this item. Mr. Fountain and Ms. Colangelo agreed that the location is great for a kayak rack but a discussion with the Town is needed prior to making any decisions.

Mr. Moffett discussed having a 12X18 inch rectangular bronze plaque commemorating the pier installed by Pinder. He said it would cost around \$450 to lay it into the concrete and Mr. Fountain asked for clarification of why it costs \$450 to stick a plaque into concrete.

Mr. Johnson said we would need to ask how it's going to be installed and Ms. Colangelo asked if the cost includes install. Mr. McDowell said he doesn't think the plaque is needed and Dr. Beauchene said he could go either way. Ms. Colangelo asked for Mr. Lombardo's input but he was no longer at the end of the phone line.

Mr. Johnson suggested shortening the plaque to the built and rebuilt dates; Mr. Fountain, Mr. Johnson and Mr. Moffett will decide whether to proceed with the plaque or not.

Mr. Moffett referenced the club rental application he revised (attached) and Dr. Beauchene said he had some questions regarding the verbiage, which they reviewed.

Mr. Moffett revisited the discussion he had with the Board earlier in the Summer about the addition of a gaga pit. Ms. Colangelo suggested meeting with the Park & Rec Directors this Winter to formulate a pros and cons list.

Mr. Johnson asked about doing a survey; he will contact the Men's and Women's Clubs. Mr. Fountain noted that three parents asked him what happened to the plan to install a gaga pit and Mr. McDowell said that the East Lyme Parks & Rec is getting an inflatable gaga pit.

Mr. Moffett reported that the target date for closing the tennis courts is October 31st and November 1st for the clubhouse. He noted the last day of yoga is tomorrow.

#### **5. Liaisons**

Dr. Beauchene said that Zoning didn't meet. Ms. Colangelo said she spoke with Bill Budds; she'd like to give a special thank you to Dorothy Lustang for helping her negotiate the insurance. She said the representative recommended including our garages in our insurance policy which they opted to do and Mr. Johnson asked if just the garages would be covered or if their contents would be as well; Ms. Colangelo will ask for further details.

#### **VII. Special Committee Report: Pier Rehabilitation**

Dr. Beauchene shared some of the following:

- The project is progressing and quite a bit of steel has been pounded.
- He's meeting with Dave Kenny ( our Clerk of the Works) tomorrow to review everything.
- He received a bill for the setting up of the equipment on the pier.
- He noted that they're really nice guys to work with and that our Clerk of the Works is doing a great job.
- Keith Neilson sent a boiler plate of the Clerk of the Works duties that Docko requires as an example.
- He cautioned everyone about the danger of visiting the site during construction and shared how several people had to be sent away; no one should be frequenting the site.
- He'd like another blurb to be put on the website regarding the Army Corp of Engineers approval and the like.
- The Town Zoning Meeting for the Coastal Area Management Review on October 3rd.

#### **VIII. Old Business**

##### **1. Employee Evaluation Process**

Ms. Colangelo noted the work Mr. Lombardo has submitted for the policy manual regarding employee evaluations; Ms. Stevens will be instructed where to insert the language in the policy.

##### **2. Dogs on beach to deter geese**

Ms. Colangelo reviewed the conversation they had at the previous meeting about utilizing dogs to chase away geese on the beach. Mr. Fountain said he would like to see a policy which doesn't permit dogs on the beach and Mr. Johnson agreed.

Mr. McDowell said allowing dogs on the beach would be opening a can of worms and that they shouldn't be allowed between Memorial Day and Labor Day. Dr. Beauchene detailed why he

too thinks dogs should not be allowed on the beach and said irresponsible pet owners prevent dogs from being allowed to access the beach.

3. Expense request and approval procedures for Association Manager

Mr. Moffett detailed how he previously consulted Ms. Boyle when expenditures were needed. The Board discussed what the perimeters will be for expense approval.

**MOTION (5)**

**Dr. Beauchene moved to allow the Association Manager to spend \$250.00 per incident for the purchase of miscellaneous materials or repairs with the understanding he not exceed his annual budget.**

**Mr. Fountain seconded the motion.**

**Motion carried, 5-0-0.**

4. Flooring for clubhouse

Mr. Fountain supplied the research he had done regarding the clubhouse flooring. He consulted two different contractors whose material garners a longevity of 5 years and 25 years respectively; the latter quote is for \$16,000 but he thinks that is a lot of money. Mr. Moffett will consult Atlantic Floor Covering about concrete coating, and Mr. Fountain and he will compare the different proposals.

5. Overnight parking at Whitecap Rd. lot policy

Ms. Colangelo said currently there is no official overnight parking policy for Whitecap. Mr. Johnson asked what people want to use it for and Dr. Beauchene said historically the Board has given permission for parking and would like that practice to remain the same. Mr. McDowell asked who is liable if a vehicle is damaged.

**MOTION (6)**

**Dr. Beauchene moved to allow overnight parking with approval of the Board and the understanding that the Board of Governors will not be liable for any damage.**

**Mr. Johnson seconded the motion.**

**Motion carried, 5-0-0.**

Ms. Colangelo said this can be revisited in the future if a problem occurs.

6. Kayak rack for Sea Spray ROW

As discussed earlier in the meeting Mr. Fountain and Mr. Johnson will consult the Town on this matter.

7. Temporary structures on ROWs policy

Ms. Colangelo detailed her discussion with Mr. Ventres regarding this item. She noted that Mr. Ventres strongly suggested that they get insurance if they choose to permit this. Mr. Johnson asked what the duration would be and Ms. Colangelo said one day. Mr. Johnson recommended checking with insurance regarding liability and Dr. Beauchene said it should be treated the same as the clubhouse rental minus the deposit.

The Board had a detailed discussion and opted to table this item for a future meeting.

#### **IX. New Business**

##### **1. Unfilled BOG position**

The Board discussed filling the vacancy by appointment. Mr. Fountain said it should be filled by the person with the next highest vote tally from the Annual Meeting.

#### **MOTION (7)**

**Mr. McDowell moved to nominate Rick Diachenko to complete the Board of Governors vacancy with a term end date of May 2021.**

**Dr. Beauchene seconded the motion.**

**Motion carried, 5-0-0.**

##### **2. Buoy, Rafts, and ramp Installation/Remove Dates**

Mr. Johnson asked if it was ever determined how the South Beach raft got disconnected. Mr. Moffett detailed how the South Beach gangplank railing has separated and how he and Dr. Beauchene discussed seeing if Pinder could repair the problem if cost effective. Dr. Beauchene will check with Pinder tomorrow.

Ms. Colangelo mentioned the email received from Bob Lorenzo regarding the stone removal that occurred at Nehantic for the delineation of property. Mr. Johnson said he will speak with Mr. Lorenzo for further detail and report back to the Board.

#### **MOTION (8)**

**Dr. Beauchene moved that Public Comment be held prior to the second scheduled Executive Session.**

**Mr. McDowell seconded the motion.**

**Motion carried, 5-0-0.**

#### **X. Further Public Comment**

Cindy Tocki of 22 Blue Heron cited #14 of the Association Policy in regards to right-of-ways and discussed how the Board could choose to do a waiver for these types of situations.

Kim Craven of 46 East Shore Drive asked about the Whitecap parking and whether the Board will specify the type of vehicle permitted which the Board briefly discussed.

**MOTION (9)**

**Dr. Beauchene moved to enter into Executive Session at 8:20 p.m. for the purpose of Preparing for employee reviews for the Association Manager and Secretary.**

**Mr. McDowell seconded the motion.**

**Motion carried, 5-0-0.**

Ms. Colangelo noted that Mr. Lombardo would again be participating in the Executive Session via telephone. Mr. Lombardo left Executive Session at 9:26 p.m.

**MOTION (10)**

**Mr. Johnson moved to exit Executive Session at 9:50 p.m. with no action taken and adjourn the BPBCA Regular Meeting of the Board of Governors.**

**Dr. Beauchene seconded the motion.**

**Motion carried, 5-0-0.**

Respectfully Submitted,  
Brooke Stevens,  
Recording Secretary

<b>BOG Secretary Log</b>				
<b>Date:</b>	<b>To:</b>	<b>From:</b>	<b>Subject:</b>	<b>Action:</b>
8/23/19	Brooke Stevens, ATC	Brooke Stevens/Rec Secretary	Aug 15, 2019 Zoning & Public Hearing Minutes	Filed in Town Clerk's office & Posted on website
8/29/19	Brooke Stevens, ATC	Brooke Stevens/Rec Secretary	Aug 23, 2019 BOG Minutes	Filed in Town Clerk's office & Posted on website
8/25/19	Brooke Stevens, Rec Sec	Mary Perron	Treasurer Application	Forwarded to Chair
8/26/19	Brooke Stevens, Rec Sec	Barbara Johnston	Request to Post Pier Contract	Forwarded to S. Beauchene
8/27/19	Brooke Stevens, Rec Sec	Barbara Johnston	Comments RE Pier	Forwarded to S. Beauchene
8/27/19	Brooke Stevens, Rec Sec	Cynthia Donovan	Treasurer Application	Forwarded to Chair
8/29/19	Brooke Stevens, Rec Sec	Barbara Johnston	Question RE Posting of Minutes	Answered Question
8/30/19	Brooke Stevens, Rec Sec	Colleen Chapin	Request to Fix ZBA App Link on Web	Fixed
8/30/19	Brooke Stevens, Rec Sec	Tom Kelly	Inquiry RE Handling of Special Assessment Funds	Forwarded to Chair
9/3/19	Brooke Stevens, Rec Sec	Barbara Johnston	Pier Inquiry	Forwarded to S. Beauchene
9/5/19	Brooke Stevens, Rec Sec	Jim Fox	Zoning Alternate Vacancy	Posted to Website & Facebook
9/6/19	Brooke Stevens, ATC	Brooke Stevens/Rec Secretary	BOG Aug 31 Informational Minutes	Filed with Town Clerk & Posted to Web
9/5/19	Brooke Stevens, ATC	Brooke Stevens/Rec Secretary	BOG Sept 9, 2019 Meeting Agenda	Filed with Town Clerk & Posted to Web
9/9/19	Brooke Stevens, Rec Sec	Cindy Trocki	Question RE Proof of Municipality Classification	Asked for further detail/clarification
9/9/19	Brooke Stevens, Rec Sec	Barbara Johnston	Asked for Current ZEO Report	Explained it's submitted at Zoning Mtg & Attached to Minutes
9/11/19	Brooke Stevens, ATC	Brooke Stevens/Rec Secretary	BOG Sept 9, 2019 Meeting Minutes	Filed with Town Clerk & Posted to Web
9/12/19	Brooke Stevens, ATC	Brooke Stevens/Rec Secretary	Sept 20, 2019 Zoning Agenda	Filed with Town Clerk & Posted to Web
9/15/19	Brooke Stevens, ATC	Brooke Stevens/Rec Secretary	BOG Sept 17, 2019 Meeting Agenda	Filed with Town Clerk & Posted to Web
9/15/19	Brooke Stevens, ATC	Brooke Stevens/Rec Secretary	Pier Subcommittee Sept 16, 2019 Agenda	Filed with Town Clerk & Posted to Web
9/16/19	Brooke Stevens, Rec Sec	Sharon Bruce	Request for Financial Report	Forwarded to Chair
9/16/19	Brooke Stevens, ATC	Brooke Stevens/Rec Secretary	BOG Sept 17, 2019 Meeting Cancellation	Filed with Town Clerk & Posted to Web
9/17/19	Brooke Stevens, ATC	Brooke Stevens/Rec Secretary	BOG Sept 18, 2019 Agenda	Filed with Town Clerk & Posted to Web
9/18/19	Brooke Stevens, ATC	Brooke Stevens/Rec Secretary	Sept 20, 2019 Zoning Cancellation	Filed with Town Clerk & Posted to Web
9/20/19	Brooke Stevens, ATC	Brooke Stevens/Rec Secretary	Pier Subcommittee Sept 16, 2019 Minutes	Filed with Town Clerk & Posted to Web
	Brooke Stevens/Rec Secretary			
9/22/19	Brooke Stevens, ATC	Jim Ventres	Question RE Availability of Zoning Records from 2000	Checked Town Clerk Downstairs Vault & Emailed info back
9/23/19	Brooke Stevens, ATC	Brooke Stevens/Rec Secretary	BOG Sept 26, 2019 Agenda	Filed with Town Clerk & Posted to Web
9/23/19	Brooke Stevens, ATC	Brooke Stevens/Rec Secretary	BOG Sept 18, 2019 Minutes	Posted to Website & Filed in Town Clerk's office

**Black Point Beach Club Association  
Financial Report 2019-2020**

mil rate 1.48  
Grand List \$141,133,450  
pier mil rate 4.3

	July 1 2019- June 30, 2020 BUDGET	Actual to 25-Sep	Variance from budget	Estimated Year End 6/30
<b>INCOME</b>				
<b>Fees and Donations</b>				
Zoning Applications	\$10,000	\$1,275	-\$8,725	\$10,000
Rec Program	\$25,650	\$26,178	\$528	\$26,178
<b>Total Fees and Donations</b>	<b>\$35,650</b>	<b>\$27,453</b>	<b>-\$8,197</b>	<b>\$36,178</b>
<b>Grand List Taxes</b>				
Current Year Taxes	\$208,400	\$203,149	-\$5,251	\$230,000
Liens & Interest	\$850	\$1,100	\$250	\$1,100
Prior Year Taxes	\$1,550	\$1,175	-\$376	\$1,550
<b>Total Grand List Taxes</b>	<b>\$210,800</b>	<b>\$205,423</b>	<b>-\$5,377</b>	<b>\$232,650</b>
<b>Other Income</b>				
Club Use Fee	\$1,200	\$200	-\$1,000	\$1,200
Fund Surplus	\$25,000	\$0	-\$25,000	\$25,000
Allocation from Fund Bal. for Pier Costs	\$90,000	\$0	-\$90,000	\$90,000
Special Assessment-Piers	\$606,800	\$586,871	-\$19,929	\$606,800
Investment	\$400	\$196	-\$204	\$400
Miscellaneous	\$100	\$1	-\$99	\$100
ZBA Permits	\$450	\$900	\$450	\$900
<b>Total Other Income</b>	<b>\$723,950</b>	<b>\$588,169</b>	<b>-\$135,781</b>	<b>\$724,400</b>
<b>TOTAL INCOME</b>	<b>\$970,400</b>	<b>\$821,045</b>	<b>-\$149,355</b>	<b>\$993,228</b>

**EXPENSES**

**Contractual Services**

Audit Fee	\$3,500	\$3,500	\$0	\$3,500
Grass Cutting	\$3,100	\$0	-\$3,100	\$3,100
Insurance	\$20,000	\$1,688	-\$18,312	\$20,000
Legal Fees	\$8,000	\$2,055	-\$5,945	\$8,000
Payroll Services	\$1,750	\$758	-\$992	\$1,750
Security Patrol	\$5,000	\$0	-\$5,000	\$5,000
Recreation Program	\$6,300	\$5,626	-\$674	\$6,288
<b>Total Contractual Services</b>	<b>\$47,650</b>	<b>\$13,628</b>	<b>-\$34,022</b>	<b>\$47,638</b>

**Black Point Beach Club Association  
Financial Report 2019-2020**

mil rate 1.48  
Grand List \$141,133,450  
pier mil rate 4.3

	July 1 2019- June 30, 2020 BUDGET	Actual to 25-Sep	Variance from budget	Estimated Year End 6/30
<b>Operations</b>				
Clubhouse	\$3,000	\$2,081	-\$919	\$3,000
Grounds Maintenance	\$4,000	\$202	-\$3,798	\$4,000
Liens	\$100	\$10	-\$90	\$100
Playground	\$4,000	\$0	-\$4,000	\$4,000
Supplies	\$2,000	\$434	-\$1,566	\$2,000
Tennis Courts	\$5,500	\$0	-\$5,500	\$5,500
Utilities	\$6,600	\$1,667	-\$4,933	\$6,600
Waterfront Maintenance	\$36,000	\$7,277	-\$28,723	\$36,000
<b>Total Operations</b>	<b>\$61,200</b>	<b>\$11,671</b>	<b>-\$49,529</b>	<b>\$61,200</b>
<b>Other Expenses</b>				
Black Pointer	\$3,500	\$3,706	\$206	\$3,706
Capital Expenditures - Curr	\$30,000	\$677	-\$29,324	\$30,000
Contingency Fund	\$25,000	\$0	-\$25,000	\$25,000
Reserve Fund- LT Capital Ir	\$8,500	\$0	-\$8,500	\$8,500
Prelim.Pier Costs	\$90,000	\$0	-\$90,000	\$90,000
Pier Costs	\$606,800	\$217,836	-\$388,964	\$606,800
Donations	\$150	\$150	\$0	\$150
East Lyme Taxes	\$6,000	\$5,318	-\$682	\$5,318
Social Events	\$3,000	\$1,921	-\$1,079	\$3,000
Miscellaneous	\$2,000	\$563	-\$1,437	\$2,000
Website	\$800	\$40	-\$760	\$800
ZB/ZBA	\$1,500	\$1,656	\$156	\$1,500
<b>Total Other Expenses</b>	<b>\$777,250</b>	<b>\$231,868</b>	<b>-\$545,382</b>	<b>\$776,774</b>
<b>Personnel Services</b>				
Waterfront Supervisor	\$0	\$0	\$0	\$0
Beach Patrol	\$6,000	\$5,953	-\$47	\$6,000
Medicare	\$950	\$469	-\$481	\$950
Recreation Personnel	\$19,350	\$14,541	-\$4,809	\$14,541
Unemployment Comp.	\$1,000	\$294	-\$706	\$1,000
Association Manager	\$22,000	\$3,667	-\$18,333	\$22,000
Secretary	\$7,000	\$1,167	-\$5,833	\$7,000
Treasurer	\$7,000	\$2,334	-\$4,666	\$7,000
Tax Collector	\$7,000	\$2,333	-\$4,667	\$9,333
Zoning Officer	\$14,000	\$2,333	-\$11,667	\$14,000
<b>Total Personnel Services</b>	<b>\$84,300</b>	<b>\$33,091</b>	<b>-\$51,209</b>	<b>\$81,824</b>
<b>TOTAL EXPENSES</b>	<b>\$970,400</b>	<b>\$290,257</b>	<b>-\$680,143</b>	<b>\$967,436</b>
<b>NET INCOME</b>	<b>\$0</b>	<b>\$530,788</b>	<b>\$530,788</b>	<b>\$25,792</b>

Bank Balances as of statements dated 7/31/2019: Checking and Sweep \$743,605.45  
Long Term Savings: \$95,187.64

BLACK POINT BEACH CLUB ASSOCIATION  
TAX COLLECTOR REPORT  
9/24/2019

	OPENING BALANCE TO BE COLLECTED	COLLECTED TO DATE	OUTSTANDING BALANCE DUE	NUMBER OF OUTSTANDING ACCOUNTS
REAL ESTATE TAXES	GL 2018 (DUE 7/1/19) \$208,877.51	\$203,163.30	\$5,714.21	Represents 19 outstanding accounts of which 2 are partially paid of the total 581 properties
SPECIAL ASSESSMENT	GL 2018 (DUE 7/1/19) \$606,873.84	\$586,912.99	\$19,960.85	Represents 28 outstanding accounts of which 10 are partially paid of the total 581 properties
REAL ESTATE TAXES	GL 2017 (DUE 7/1/18) \$196,797.96	\$196,792.43	\$5.53	1 partial payment remaining

## Association Manager's Report for September 2019

---

### Completed

- Periodically meeting with Cheryl regarding Management activities.
- Weekly (tuesdays) lawn mowing of Association property.
- Assisted setup for bocce league.
- Setup chairs/tables for BOG meeting.
- Participated in BOG meeting and closed at the conclusion of the meeting.
- Checked on four (4) Clubhouse rentals over the month. Returned deposit checks after each rental reinspection.
- Assisted with setup for ZBA meeting and attended ZBA meeting.
- Assisting with prepping for cornhole tournament.
- Used leaf blower to clear sand at Nehantic, Indianola, Whitecap, Sea Breeze and South ROW's and piers on a daily basis thru Labor Day and then on weekends.
- Unlocked, swept, rolled, and groomed clay courts for ladies drop in tennis on a daily basis thru Labor Day.
- Took debris to dump as necessary.
- Unlocked tennis courts, swept, rolled, and groomed clay courts to be ready for Maureen Fox Tournament - later checked on group.
- Co-coordinated Annual BP Association Meeting at 9am and then cleaned Clubhouse and took down chairs after meeting.
- ELPD patrolled mostly every weekend thru labor Day and posted their log entries to BOG daily google doc.
- Painted the bathroom baseboard heaters. Very rusty.
- Fixed cabinet under kitchen bar. New hardware.
- Added ongoing perpetual plaque to wall in Clubhouse for "Black Point Road Race." Courtesy Liz Williams & Road Race Committee. (No cost).
- Worked with Jaxson Vibber and His team to remove/store our beach tackle and coordinating with Mike Nebelung. They will winterize "No Swim buoys" and store at Billow. They will remove and color code geese lines and lines from shore and or jetty to raft- and string out at Billow lot. Remove rafts and winterize anchor systems. They will mark the two failing buoys that are leaned over and I will replace, They will record and furnish to BPBCA all GPS positions. Labor Estimate is 12 to 16 hours @\$ 150.00 Materials Estimate for additional winter markers rigged with double lines is \$500.00.
- Placed caution tape and cones at Cahill Way stairs as is closed to construction. Received text from Sherrie Weiss about South Beach raft breaking away from mooring. Contacted Jaxson to have checked out. Also contacted Mike Needs and secured it for the day. Also contacted Mike and Will and kept them informed.
- Checked Clubhouse every afternoon.
- Unlocked clay courts in morning, closed at 7pm every day.
- Set up ladies for 1pm mahjong game for Thursdays.

- Jordan Brooke Sprayed for ticks September 1st. Put out sign. Spoke with PickleBall group to wait for spraying to finish.
- Met with Mike Nebelung- discussed brush-hogging the top of Billow and consolidating beach tackle.
- Periodically picked up cleaning supplies for Clubhouse (bleach, garbage bags, ceramic stove top cleaner) when needed.
- The gangplank on South Beach pier needs to be repaired. Met with Will and Mike and decided to wait to we pull and have it repaired at Clubhouse. Contacted EZ Welding, from New Britain, he's mobile and works in aluminum. \$400 on site to fix. Subsequently decided no imminent danger and will hold off to repair at Clubhouse. Steve B will check if Pinder might be interested in fix.
- Met with alarm company to finalize training on the alarm system.
- Submitted monthly Expense report to Carolyn for when I buy consumables, like gas for leaf blower, meeting items, picnic/parade, etc.
- Contacted Integrated Security Solutions (860)701-0815, as our cameras were offline since a weekend storm. I happen to pass them working in the beach and were able to get them up to Clubhouse to diagnose & reboot system.

### **To Be Done**

- Replace sign at entrance to top of Billow Road.
- Replace sign at entrance to Cahill Way - dropoff only.
- We will take delivery on Brightwater bench - will install soon.
- ~~-Pulling out swim lines, swim rafts on Sept 3rd and then powerwash this Fall.~~
- Asking for ok to brush-hog area adjacent area to bocce court combined with a cut at kayak rack at OBP Road for fall kayak season. (Approx. \$100-200 total lower bid from Mike Nebelung).
- Will put together another table cart that is in shed.
- Would like to add a contract with a florist - whenever a Black Pointer dies (is written in their obit, BP sends flowers to funeral home).
- BP pier rehab bronze plaque - \$450 est
- Club Rental application - needs revision - old one doesn't have a space for email.
- GaGa Pit

### **Enclosures**

- Appendix B - REVISED BPBC Clubhouse Rental
- Appendix C - 2019 Clubhouse Key Holders

### **-Closing dates:**

- ~~-Daily Beach Grooming will cease September 2nd~~
- ~~-September 3rd - Swim Lines, rafts, boat docks all out and at top of Billow.~~
- October 31st - Tennis Courts and Kayak Racks
- November 1st - Clubhouse will be closed until 2020.
- Beach sand to be harvested by Pinder at Main Beach. October 1st for South & Sea Breeze.

**Submitted by:** *Jim Moffett, Beach Manager*

# **BLACK POINT BEACH CLUB ASSOCIATION**

## **Application for Use of Clubhouse**

The Clubhouse and surrounding premises is available for use by any Member of the Black Point Beach Club Association on a first-come-first-served reservation basis on any day based on the following conditions and only after written approval of application.

DATE REQUESTED: \_\_\_\_\_

MEMBER APPLICANT: \_\_\_\_\_

SUMMER ADDRESS: \_\_\_\_\_

MEMBER PHONE NUMBER: \_\_\_\_\_

MEMBER EMAIL: \_\_\_\_\_

NUMBER OF PEOPLE ATTENDING: \_\_\_\_\_

REASON FOR USE: \_\_\_\_\_

KITCHEN USE: YES \_\_\_\_\_ NO \_\_\_\_\_

WILL ALCOHOL BE SERVED? \_\_\_\_\_

APPLICATION FEE: \$200 RECEIVED: (Date/Initial) \_\_\_\_\_

SECURITY DEPOSIT: \$250 RECEIVED: (Date/Initial) \_\_\_\_\_

I certify that I have fully read and fully understand the rules attached to this application for use of the Clubhouse and agree to be bound thereby. Further, I fully understand that (i) my right to use the Clubhouse may be revoked at any time for a violation of the rules; (ii) I shall indemnify and hold the Association harmless from and defend against, on behalf of the Association, any claim, cost, expense, loss or liability arising out of my use of the Clubhouse as described in the rules; (iii) I agree that the Board of Governors may make charges against my security deposit for the cost of making any necessary repairs to or for cleaning the Clubhouse as a result of my use of the Clubhouse; (iv) and, I agree to reimburse the Association for all costs associated with any damage and/or destruction of any part of the Clubhouse facility that incurred during the rental agreement period.

Member Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## **BLACK POINT BEACH CLUB RULES FOR USE OF THE CLUBHOUSE**

1.) The attached application must be completed in its entirety, signed and forwarded to the Chair of the Board of Governors for his/her approval, and if necessary, the approval of the Board of Governors. The non-refundable application fee must accompany the application. The refundable security deposit must also accompany your application. This deposit will be returned to you, without interest, after inspection of the Clubhouse by the Board of Governors subsequent to its use. The Board of Governors will inspect and must find the Clubhouse in the same condition as it was prior to your use, including but not limited to the Clubhouse being clean with all garbage/trash removed, in good order and repair and without any breakage or damage of any kind. The inspection of the Clubhouse by the Board of Governors may result in deductions made from your security deposit for cleaning, or repair of damage or trash removal. Any such deductions shall be determined solely by the Board of Governors. **Initials of Applicant:** \_\_\_\_\_

2.) Use of the Clubhouse is limited to Members of the Association, their family and guests, and such use must be in full compliance with the laws and ordinances of the State of Connecticut, Town of East Lyme, respectively, as well as in full compliance with the *Black Point Beach Club Association Regulations*. Use of the Clubhouse shall be as expressly permitted on the application. **Initials of Applicant:** \_\_\_\_\_

3.) Total occupancy of the Clubhouse is limited to 200 people with chairs and 93 people with tables and chairs. **Initials of Applicant:** \_\_\_\_\_

4.) The use of the Clubhouse on the reserved day is limited to the hours of 9:00AM to 11:00PM. Any greater or later use of the Clubhouse must be approved in writing by the Board of Governors of the Association. The Member listed on the application must be personally present during such use at all times on the day reserved. **Initials of Applicant:** \_\_\_\_\_

5.) The sale of tickets relating to the use of the Clubhouse and the use of the Clubhouse for any fundraising activities is prohibited, except as expressly authorized by the Board of Governors. **Initials of Applicant:** \_\_\_\_\_

6.) Complaints of excessive noise, any violations of these rules, or disturbance of any kind occurring as a result of your use, your guests, your invitees or any person attending the occasion of your use of the Clubhouse shall result in the immediate

revocation of the right to use the Clubhouse in the sole determination of the Board of Governors of the Association. **Initials of Applicant:** \_\_\_\_\_

7.) No contents of the Clubhouse may be taken for use outside. Tables and chairs must be used inside the Clubhouse only. **Initials of Applicant:** \_\_\_\_\_

8.) All paper goods must be supplied by the applicant. **Initials of Applicant:** \_\_\_\_\_

9.) The sale of alcoholic beverages of any kind or the dispensing of alcoholic beverages in exchange for tickets is prohibited. **Initials of Applicant:** \_\_\_\_\_

10.) No paintballs, silly string or similar products will be allowed on the Clubhouse grounds. Any damage to the Clubhouse property or grounds will be the responsibility of the renter. **Initials of Applicant:** \_\_\_\_\_

11.) Applicants will abide by all local, city, state and federal regulations.  
**Initials of Applicant:** \_\_\_\_\_

**12.) A Certificate of general liability insurance showing that the Member requesting use of the Clubhouse is personally insured in the minimum amount of \$1,000,000 (one million) dollars. The certificate shall name "Black Point Beach Club Association" as an additional insured for the date of the event.**

**(Attach copy of certificate to application.)**

**Initials of Applicant:** \_\_\_\_\_

# 2019 Clubhouse Key Holders

\* = Indicates a Key to Padlocks  
# = Indicates Entry Key  
(Revised 9/26/19)

- \*# Cheryl Colangelo
- # Steve Beuchene
- \*# Jim Moffett - and one (1) extra key
- \*# Will Fountain
- \* Mike Johnson
- \*# Cynthia Donovan
- \*# Erica & Nadia (Co-Directors each have a set of keys)
- # Jim Fox
- # Diane Zukowski (Mahjong)
- \*# John Champion (Men's Club/Bocce)
- # Kate Parulis (Women's Club)
- # Jim Ventres
- \* Ed Zito (Tennis Subcommittee)
- # Niantic Plumbing

## Employee Eval Procedures

The Board of Governors will meet annually with its key employees to review their performance and discuss goals for the following year.

- The review for the recreation director will be done by the recreation supervising Board member and conducted in the last week of Club. Prior to the review the completed review form will be discussed with the Chairman of the Board or her designee(s).
- The reviews for the remaining employees will be completed by the Board in executive session in the fall of the year. During this meeting it will be determined which Board members will conduct the final review with each employee.

Employee's being reviewed are encouraged to provide the Board with a summary their major activities, including challenges and opportunities.