

Cape Cod Village Club, Inc.

Board of Directors Meeting Meeting September 2, 2017

Present: Mike Rizza, Marjie Graham, Pat Dougherty, Dan Ginty, Bob Atiyeh, Karen Spano

Absent: JC Bambach

Meeting Called to Order at 10:20AM by Mike Rizza

Communications:

- Mike Rizza read letter from Edna Frasier Town of Hague Supervisor-regarding the sewer easement - refer to attached letter.
- Communication received from the head of the sewer system regarding problems with the CCVC property sewer pump due to grease and plastics being placed in the sewer system. He requested that Mike Rizza provide pamphlets to all homeowners but particularly the homeowners that rent on what can and cannot be placed in the sewer system. Mike Rizza will clarify with him that it is not just CCVC using the pump that all homes in Nottingham association use that pump also.

Officers Reports:

Treasurer's Report: Marjie Graham

- Everyone current with assessments except Bob Ragot
- Current balance as of September 1st in checking account is \$39,572.21
- Peter Belden's contract needs to be renewed. The end of June/beginning of July his current contract expired.
- CD's
 - One CD for \$101,764.91 expires in February 2018. Will consider rolling over all or portion in February depending on expenses for shed to be placed on new lot.
 - Two CDs for \$25,359.86 each and expire in August 2018. These were rolled over just this year in August for one year.
- Unexpected expenses this year:
 - Approximately \$2,500 for tree on new lot that fell across Korot's driveway
 - Lost both water pumps, pump in well and pump in the lake
 - Water main breaks were where we had planned to do repairs and upgrades this year, so the planned upgrades were performed at time of repair to breaks.

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- There were more expenses this year due to two water pump failures and repairs to water system along with necessary tree work. If not for money from sale of clubhouse we would have needed a special assessment. Marjie would prefer more of a cash balance.
- Should receive school taxes any day now. Mike Rizza wants to make sure assessment was lowered. Assessor informed Mike Rizza the assessment on CCVC property should be lower based on sale of club house.
- By-laws state the board is suppose to have a budget to present at the general membership meeting. With the last few treasurers it has been realized that is it not beneficial at this time. Mike Conway would try to have a prepared tentative budget together. JC Bambach did not and would start to put the budget together in January and send it to the general membership in February which works a lot better. Mike and Marjie will start working on a budget over the next few months as they have to complete a new contract with Peter Belden that will impact the budget.
- Peter Belden's contract is overdue. Will start contract negotiations in the off season. Will have to give retro-active check to cover increase back to when last contract ended in end of June / beginning of July.
- Board members that incur expenses on behalf of CCVC can scan receipt and email it to Marjie for reimbursement. She doesn't need to receive the original receipt.

Secretary Report: Karen Spano

- Will remind general membership to notify CCVC secretary of any changes in ownership, contact information in order to make sure our records are accurate when need to complete legal documents such as the LGPC Homeowner Association Boat Launch Agreement
- Request that members complete forms accurately and completely to avoid need for additional follow-up to confirm information that is different from what has been previously submitted.

Committee Reports:

Buildings / Grounds / Water: Mike Rizza on behalf of Ted Hodecker

- Shed – membership voted to allow board of directors to purchase a shed of approximately 24' x 36' with a maximum price of \$30,000 for the project. Mike Rizza staked out the area and pulled the concerns of the Korot family, Atiyeh family and Bob Brownlee and it was determined the shed could be downsized to 24' x 32'. Boat pole barn will look into in the future not at this time. Shed will have a workshop, large barn door for the dockinator to get through and area to store chairs and picnic tables. Will dress up shed with vinyl siding or LP smart sliding. Will shingle roof instead of having a metal roof. Workshop will be lockable with wooden floor verses a concrete floor. Rest of shed area will have gravel floor. In fall will take plans to Cathy Clarke to start the permit process with the hope of getting the permit before the end of the fall. Looking to add 4-5 overflow parking stops on one side of the shed. Looking to start building on April 1st 2018. Eric Grinnell has provided a quote waiting to receive quotes from other contractors. We might need to consider a storm water plan and the expense associated with installing the storm water plan.

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- Grounds – roads and beach were graded multiple times this year due to damage from heavy rain storms this year. A spot has been marked out to plant a tree on the north beach. Discussion was had about the type of tree to plant this fall. Dan Ginty stated a sugar maple would be a bad choice. Ben and Jerry our two chestnut trees are showing signs of new growth and are doing alright where they were planted on the new lot. Looking to plant 4-5 other trees. Will finish spreading top soil and grass seed this fall. Tree that fell across Korot's driveway was cut up and hauled away. The tree logs on the new lot have been cut up and will be hauled away once we can get it done at a reasonable cost. No one wants the wood as it has been on the ground too long.
- Water- Both water pumps failed this year and were replaced at a cost of approximately \$4,000.00. This summer we have two water main breaks in a 4" and 3" main lines and one 3/4" branch line in the green area. Upgrades to the water system were performed when we had to do the necessary repairs for the water breaks. Pump house needs to be raised because the new tanks are taller than the older water tanks. Will look into jacking it up and possibly building the pump house a little bigger by adding approximately 4 feet to the building. The pump house needs attention but it doesn't need to be done now. Will address the pump house after completion of new shed for new lot. Discussion was had on whole house water filters – Marjie, Pat and Bob all have put in whole house water filters. The cost is approximately \$250.00 to have one installed. Will look at putting it into Peter's contract anyone not having whole house water filter would be responsible for water system repairs in their home.

Architectural: Karen Spano on behalf of Mike Spano

- Mann's will be submitting an application for propane tank –for a gas insert to their current fire place. Tank would go in front corner of house and will be shielded with a white fence so it cannot be seen from the lake. Approximately a 4 foot tank with white fence at corner of their deck.
- Dougherty Shed – Architectural committee completed their review. Board of Directors will discuss and vote at end of meeting to allow Pat to be excused for the discussion.

Docks: Karen Spano on behalf of Mike Spano

- Docks will be removed weekend of September 23rd or September 30th
- No dock issues this summer
- Bob Brownlee completed the repair of dock boards and will custom fit them this spring for north docks. Ramp is all that is left that requires some work.
- In fall will pressure wash and seal docks with Dock Wood Rx clear stain and preserver. Looking to do point docks, picnic tables and boat racks, also.
- Bob Atiyeh suggested that a special thanks be given to Ted Hodecker at the general membership meeting for all his work on pressure washing and sealing main dock
- Need to remind members to get approval from dock committee before attaching anything (i.e. fenders, whips) to the docks. If items do not get attached correctly there is the potential to cause damage to the docks.

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- All boats need to be removed from the racks by the end of dock weekend. Any boats not removed the chains will be cut and the boat will be placed on the ground.
- Discussion was had about 2nd boat fee no changes made at this time.
- Dock crew needs to look into training more people.

Beaches and Playground: Karen Spano on behalf of Elizabeth Rizza

- Things went smoothly this year for the beach and playground.
- The beach remained fine after being fixed following a major July 4th rainstorm.
- The renters seem to be utilizing the playground equipment appropriately. We had an issue with only one renter miss using the pickle ball court – using a basketball over the pickle ball net.
- Basketballs, soccer balls or any large balls are not to be used over the pickle ball net as it is not intended for that amount of force and will break. The net costs approximately \$120.00

Nominating Committee: Mike Rizza

- Committee is not needed at this time

Website: Mike Rizza on behalf of Jeffrey Rizza

- New website has not been posted as of yet
- Mike Rizza and a few other members have received inquiries about rental homes, homes for purchase and people looking for old members after they have viewed the website.
- Rental committee will discuss having a rental tab on the website for members to post rentals
- Mike Rizza suggested possibly a classified page – our own version of Craig's list for people who want to sell items or looking to purchase items or services. Mike will ask Jeffrey for his assistance in designing a classified page.

By-Laws: Bob Atiyeh

- The committee has been working on the definition and membership sections of the by-laws
- The committee has a preliminary draft prepared but have outstanding questions to resolve
- Expect to have changes ready for review prior to the spring meeting and present a summary of the revised bylaws for membership vote at the spring 2018 meeting.
- In the definition section, changes are being made for clarity and consistency
- The membership section proposes a revision in fee of \$500.00 for new members versus the \$10.00 currently in the by-laws, along with some form, process and notification changes.
- Karen to send Bob a copy of the current by-laws for presentation of by-law changes for spring meeting
- Board of Directors like the side by side version when presenting proposed by-law revisions.

Entertainment: Karen Spano on behalf of Carol Hodecker

- Committee had four events this season.
- Duck race raised \$562.00 for the Lake George Association and fun was had by all
- The 4th of July potluck was a great success
- Music on the beach provided by EJ was very successful.

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- Bagels on the beach took place this morning and seemed to be a great success.

Unfinished Business

Renter's Agreement: Dan Ginty

- Rental committee along with some members that rent will be is conducting a meeting this afternoon.
- Had a problem with one of Denise Borrello's renters. Renter was possibly smoking pot and had large bon fires with a lot of smoke. Pat Dougherty and Marylou Brown addressed the renters. Another member called Denise Borrello and issue was addressed with family leave as told to Dan Ginty.
- Fire Pits and smoke seem be more of a renter issue than member issue. Everyone needs to be aware of smoke from fires where and who it might impact.
- Quiet hours should be added to the rental agreement. Bob Atiyeh suggested on behalf of the board of directors and the rental committee quiet time should be observed from 10PM-8Am.
- Members of the rental committee are Dan Hippee, Barbara Manley, Jenifer Anderson, Norm Zahm and Dan Ginty.
- Rental agreement came in slow this year. At general membership meeting will request that rental agreements be submitted as soon as completed.
- Dan Ginty received a call from Jennifer McEwan that her grandmother (Susan Reynolds – age 95) has a farm in Houston Texas but she came through Hurricane Harvey fine.

Sewer Easement: Mike Rizza

- Sent letter around from Edna Frasier dated August 28th 2017 for board of directors to read.
- If we go to court our lawyer will cost \$15,00 just to start the process.
- Mike Rizza recommendation is to preserve the paper trail.
- Bob Atiyeh thanked Mike for all his work on the sewer easement.

New Business:

Parking: Mike Rizza

- At sediment pond with have only day time parking for 4-5 spots. All day along the brook. We had approximately 4 spots at triangle until some members complained. Will have 4-5 spots by shed on new lot. We need some solutions for additional parking.
- In spring Mike Rizza is going to spray paint the grass to outline the water lines so members can visualize where they can park and not park on their property.
- When members start having parking issues at that time we will ask for solutions and look at the triangle at that time. Mike Rizza had to ask the Aziz's and Lincoln's to move their cars off the road more.
- Architectural committee needs to be more involved when people submit plans to address parking. All architectural plans submitted must address at least one parking space.

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- Board of Directors will recommendation for this evening's general membership meeting the following overflow parking areas: along the brook, 4-5 spots on the new lot, and north beach. Triangle lot will be off limits for now.
- Parking signs will be done and installed next spring.
- Bob Atiyeh suggested a map on the website of parking areas.

Dock Space: Mike Rizza

- Mike presented his preliminary research on how to generate more dock spaces. Float the main dock south to the south swim line. Point docks and main dock would share same 30 feet for pulling in and out of boat slips. This would probably require some dredging in area where main dock would move to and some filling in where the dock is currently. Would require application and approval.

Conway's House: Pat Dougherty

- Conway's did not notify CCVC membership prior to listing their home with an agency and sign was posted.

Pat and George Dougherty Shed:

- Discussion was had by Board of Directors after Pat Dougherty was excused due to conflict of interest. Recommendation of the Board of Directors is to deny the application as it was submitted because of current by-law rule violations along with propane tanks and air conditioner not appearing on the application for the house. The Board of Directors is willing to work on a favorable resolution with the Dougherty's. A letter will be drafted and sent to the Dougherty's.

Meeting adjourned at 1pm

Respectfully submitted

Karen B. Spano
CCVC Secretary