

Cape Cod Village Club, Inc.

General Membership Meeting September 2nd, 2017

Calling of the Roll:

Secretary, Karen Spano performed the calling of the roll. Meeting called to order at 7:06 pm by President Mike Rizza. The following members were present or proxy was given:

Name	Present	Proxy to	Absent
Anderson, Jennifer & Chuck		Helen and Walter Hartl	
Atiyeh, Chris, Robert and Wendy	X		
Aziz, Janet & Massood	X		
Babson, Barbara & Linda Brownlee	X		
Bambach, JC & Lee Ann			X
Best, Claire	X		
Borrello, Dennis			X
Brattlof, Muriel	X		
Brown, Marylou		Claire Best	
Close, Margaret & Charles			X
Coleman, Bette		Pat and Norb Zahm	
Conway, Maureen & Mike		Carol and Harry Imhoff	
Dougherty, Pat & George		Pat and Norb Zahm	
Feldman, Kathy & Phil			X
Ginty, Jane & Dan	X		
Graham, Marjie, Carol Mann, Susan O'Donovan	X		
Grasso-Lubeck, Carol & John Lubeck			X
Hartl, Helen & Walter			X
Haynes, Patti & Rick		Nancy and Mike Hmelovsky	
Hippe, Daniel & Susan		Elizabeth Rizza	

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Hmelovsky, Nancy & Mike	X		
Hodecker, Carol & Ted	X		
Imhoff, Carol & Harry	X		
Keis, Barbara			X
Korot, Judith & Allan	X		
Lincoln, Todd & Jeffrey ; Sue O'Neil			X
Manley, Barbara	X		
McEwan, Jennifer & John			X
Megow, Linda & Lou	X		
Ragot, Mary-Lynn & Bob		Not a member in good standing – cannot vote	X
Rizza, Elizabeth & Mike	X		
Stanford, George			X
Zahm, Pat & Norb	X		

Present: 15 **Proxy:** 6

Proof of Notice of Meeting or Waiver of Notice:

Secretary Karen Spano verified Notice of Meeting had been emailed or mailed to all in attendance. No waiver of notice was given. A motion to accept was made by Janet Aziz, second by Wendy Atiyeh. Motion carried with all in favor.

Reading of Minutes:

A member request was received and addressed to change the spring 2017 meeting minutes to reflect a preferred list instead of a black list when referring to renters.

A motion to suspend with the reading of the previous meeting minutes and to approve the previous meeting minutes was made by Janet Aziz, second by Norb Zahm. Motion carried with all in favor.

Receiving of Communications: Mike Rizza

- Read letter dated August 28th from Town of Hague Supervisor – Edna Frasier regarding the Cape Cod Village sewer easement.
- Mike Rizza received a communication from Joe McDowell –Sewer Manager regarding problems with the sewer pump on CCVC property. The sewer pump issues are due to grease, floatables and plastics being placed in the sewer system. Please be careful of what you place down your drains. If we are not careful it could cause an increase in our sewer bills. Pamphlets were made available to all homeowners but particularly the homeowners that rent on what can and cannot

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be placed in the sewer system. Joe McDowell feels the issues are being attributed to mostly from CCVC. Mike Rizza will inform Joe that Nottingham association is also connected to the same pump and could be contributing to the issues. Recommendation was made for the pamphlet to be included in the renter's agreement. Lou Megow reminded all members that even though a product might say it is safe for sewers they may not be.

Election of Officers: Not required at this time. Will assemble a committee at the spring meeting and address at next fall's meeting

Reports of Officers:

- **Treasurer:** Marjie Graham
 - Thanked the membership for being patient and cooperative as she learns her new job as treasurer
 - Thanked membership for sending in payments timely
 - Everyone is in good standing with assessments except one member - Robert Ragot
 - Have good news and bad news for this year. Good news we have the money from the sale of the club house. Bad news we spent more than what we anticipated due to unintended expenses which if we hadn't had the money from the club house would have meant a special assessment
 - Current balance as of September 1st in checking account is \$39,572.21
 - CD's – three were purchased with the sale of the club house
 - One CD for \$101,764.91 expires in February 2018. Will consider rolling over all or portion in February depending on budget and what we might need to cover cost of the new shed.
 - Two CDs for \$25,359.86 each and expire in August 2018. These were rolled over just this year in August for one year.
 - Current total balance is \$190,000.00 and would like to try to keep a cushion in the checkbook – general fund of at least \$10,000.00. In the past there never was a sufficient cushion until we started dedicating money to the dock fund. The majority of the cushion was dedicated money set aside for capital improvements. In the spring meeting the membership voted for half of the dedicated money to go into the general fund so we do not run down the general fund while the capital improvement fund is increasing. We will have to keep an eye on it as we go to avoid a large increase in dues in 3-5 years
 - Money was spent on capital improvements for repairs that had to occur that Ted Hodecker will discuss later in this meeting.
 - Peter Belden's contract needs to be renewed. The end of June 2017 his current contract expired. Marjie and Mike will finalize a contract with Peter this fall/winter with it being retroactive back to when the contract ended.

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- If you have any receipts for payment of a club expense you can mail or email Marjie –she doesn't need to receive the original receipt.
 - Massood Aziz inquired if investments were always in 1% or 2% CDs and suggested the BOD look into other investments with better rates if the budget would support it.
 - 30 day grace period on assessments – if you run into difficult times and can't make the assessment within the 30 day grace period Marjie is fine with it as long as it does not happen with every assessment and you email her giving her notice that you will be late with the payment.
- **Secretary:** Karen Spano
 - A copy of the membership address list was made available for members to review and make any corrections as necessary.
 - When completing forms please fill out the forms completely and accurately. If any information is different from last year please provide an explanation. Please do not put same as last year.
 - Mike Rizza reminded the general membership that if any changes are made to deeds or ownership to please inform the secretary in writing to ensure the club is accurately reporting the information on documents that are required by other organizations.

Reports of Committees:

- **Buildings:** Ted Hodecker
 - Do not have any buildings at this time to report on
 - BOD will explain the shed later on in this meeting
- **Grounds:** Ted Hodecker
 - Two severe rain storms this year. Roads were washed out particularly the road to the north beach but within 2 days Mike Rizza and Thomas Rizza had the roads repaired.
 - Two new chestnut trees were planted on the new lot. The trees were named Ben and Jerry. They were a donation from Elizabeth Rizza's parents.
 - The folks on the north beach have agreed to have a maple tree planted and have already staked out the area for the new tree.
 - The BOD would like to plant more trees. Please let Ted Hodecker or Mike Rizza know in writing if you have any suggestions for placement of trees.
 - A large pine tree came down preventing the Korots from getting access to their home. We had to get a contractor (Tom Dedrick) to come for the cleanup

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- Have some top soil left in the triangle lot.
- Will be seeding in the fall.
- New trees will be planted in the fall or spring to replace lost trees, in the following areas:
 - Shuffle board court
 - Flag pole
 - In front of Bambach's house on club property
 - Between bambach's and shuffleboard court
 - North beach

- **Water:** Ted Hodecker
 - We had some major problems this year – had to replace both pumps – the one in the lake and the well pump. Spent over \$4,000.00 on the new pumps.
 - New chlorinator didn't require any maintenance this year. It is running perfect and saving us money. The water sample numbers have been perfect.
 - Had some major water leaks this year
 - 4 inch main near Keis's house – Walt Waters had to excavate area as pipe was down deep and there was a major boulder on top of the pipe.
 - 2-3" line on the green in front of Borrello's house - break was due to rocks – when pipe was placed it was not placed in sand but in rock.
 - ¾" line – between Aziz and Hmelovsky houses – line was very swallow and broke with the weight of a riding lawn mower.
 - Major leaks occurred where we planned to replace valves.
 - Ted reviewed all the water reports for the last 3 months with Peter today. Peter measures the quantity of water and chlorine used every day. He really has an understanding of what is going on with our water system to the point he can tell Peter to please thank him for the great job he is doing with our water system and grounds.
 - Norb Zahm thanked Ted for the fine job he has done overseeing the water system.
 - Next spring Mike Rizza will mark out with paint the locations of where water lines are on private property and club property. The paint will go away as the grass is mowed, but this will enable members to have a better knowledge of where they can park and should not park on their property and club property

- **Architectural:** Mike Spano
 - There are currently two matters with the committee
 - Dougherty's shed is under review by the BOD
 - Mann's – propane tank – will be sending in an application

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- **Docks:** Mike Spano
 - Docks will be removed on the weekend of September 23rd or September 30th. An email will be sent with the actual date once date is determined.
 - Mike thanked Bob Brownlee for completing the new dock boards on the North beach docks and Ted Hodecker for pressure washing and sealing the main dock .
 - Docks worked out great this year only one issue with a whip mount that ripped out of the dock board.
 - He reminded all members to not attach anything to the docks without first obtaining approval from the Dock Master or president.
 - All boats (sailboats, kayaks, canoes, etc.) need to be removed from the racks by September 30th so the racks can be sealed and repaired. If boats are not removed any locks will be cut and the boat will be placed on the ground.
 - Mike Rizza mentioned the dock crew needs to bring in more new people, we need some backup.
 - Chris Atiyeh questioned if the dockinator was in good working shape (good tires, winch, etc.). Mike Rizza stated it is in pretty good shape – a new winch was mounted and it should be good for this fall and next spring. Hopefully next spring work will be completed on the next version of the dockinator. We should wait to train the dock crew on the dockinator until the new dockinator is put into service. Bob Imhoff, Ted Hodecker, Dan Korot and Bill Best know how to work the pounder well. The pounder seems to be working well for now.

- **Beaches/Playgrounds:** Elizabeth Rizza
 - July 4th storm washed out the beach but it was taken care of quickly
 - Renter this year took good care of the playground and beach. Had some members kids miss-treating the pickle ball net by tossing soccer balls at and over it
 - New storage box has been placed at the playground.
 - Ted Hodecker thanked Bob Brownlee for the fantastic job he did installing the new goose fence at the main beach and the point.
 - Claire Best reminded everyone not to feed the ducks – today there were 11 ducks on the beach. Elizabeth Rizza stated signs will be posted next spring.
 - Swim lines were already brought in so please be careful if you go in swimming.
 - Rafts will be removed on Monday
 - Lou Megow reminding all members that it is okay to shoo the geese away, but chasing them with a personal water craft is a ticket-able offense.

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- **Website:** Mike Rizza on behalf of Jeffrey Rizza
 - Mike has received inquiries via the website from past members, past renters, family and friends trying to locate people or asking about rentals.
 - Mike Conway and Dan Hippe are okay with posting the sale of their homes on the website.
 - Members that rent should consider posting their rentals on the website
 - Jeffrey re-formatted the website. Passwords were removed from general information areas.
 - Looking into the possibility of adding a classified section to the website for members to post items they would like to sell or for members to post if they are looking for something.

- **By-Laws:** Bob Atiyeh
 - Nothing to present at this meeting
 - The committee has been working on two sections of the by-laws:
 - Membership – changes to forms and processes
 - Definitions – adding clarity
 - Expect by spring meeting to have a set of updates for membership to review and vote on.
 - Mike Rizza made the request that the by-law committee have the by-law changes out to the general membership right after the holidays with any feedback to be submitted by May 1st. to give the By-law Committee and BOD time to finalize the revisions and submit it to the membership as required before the spring meeting. Mike would like to avoid a very lengthy discussion at the spring meeting. Discussion should be very brief followed by a vote if everyone does their part in responding to requests timely. So when you receive information please respond by May 1st at the latest.
 - Members of the by-law committee are: Mike Rizza, Jeffrey Rizza, Bob Atiyeh, Carol Hodecker, Pat Dougherty, and Mike Hmelovsky.

- **Entertainment:** Carol Hodecker
 - Carol thanked her committee members: Janet Aziz, Pat Zahm, Barbara Keis, Marylou Brown, Wendy Atiyeh, and Kathy Imhoff.
 - Four events were held this year:
 - Duck race raised \$560.00 for the LGA
 - 4th of July Picnic
 - Bagels on the beach
 - Music on the beach

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- Email Janet or Carol if you have any suggestions before the end of the year for next year.
- Mike Rizza thanked the entertainment committee for all their hard work.
- Carol reminded all members that when you sign up to play (i.e. corn hole toss) you must play, no backing out.
- Music on the beach was fantastic again this year and we should consider doing it next year.
- Mike Rizza suggested looking into a CCVC boat cruise with music – each member might have to pay a small fee to participate.
- Discussion was held regarding back up for events if it should rain:
 - Rent a tent to go over the pickle ball court
 - Possibility of using the Atiyeh's three car garage was offered by Wendy Atiyeh.

Unfinished Business

- Renter's Agreement: Dan Ginty
 - Renter's agreement is now on the CCVC website
 - Please get your renter agreements into Karen as soon as possible.
 - 3 families had multiple renters , 3 families rented one time each
 - Had one minor issue with a renter which was totally resolved by the home owner. What came out of the incident was a request from members to establish quiet hours. Parties would have to cease between quiet hours of 10PM to 8AM.
 - Will put the quiet hours into the renter's agreement instead of doing a by-law change.
 - Dan Hippe laminated the rules for renters
 - Mike Hmelovsky stated that the quiet hours should apply to members also.
 - Mike Rizza commented that renter agreement came in slowly this year. Key is communication between member and renter. Dan Hippe does a fabulous job and other renters have taken his advice. We had 21 different rentals this summer. The one change that we made requiring member pull their boat if their renter was bring a boat was obviously one correction needed to correct issues with renters. It turned out to be a very good rental year with lack of issues. Mike Rizza also thanked Karen for doing the rental list which the BOD informed and up to date on rentals, boats coming in, etc.
- Sewer Easement: Mike Rizza
 - CCVC has been dealing with the sewer easement over 4 years now.
 - Electric has been turned on and members can use it

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- CCVC paid our attorney to write up an amended easement as Dominick Viscardi had stated if we got an amended easement written up he would review it. Edna Frasier (Hague Town Supervisor) refuses to take it to the new attorney because the new attorney would have to start over and it would be costly to the town. She did take it to a second county attorney to review who saw no issue with the original easement. Membership voted last year to go this far. Next step would be to go to court which was voted down. Edna Frasier was asked to send a letter to CCVC to summarize what we tried to do and that the town representatives fee nothing needs to be done. Our attorney has stated if we have a paper trail we should be covered. At this time we are waiting for our attorney to instruct us on how we should preserve the paper trail.
- CCVC Shed: Mike Rizza
 - Mike Rizza showed a short video and pictures of the new shed
 - Waiting for bids to come in.
 - Plan is to start getting permit process this fall as it will take a couple of months to complete the process.
 - Start next Spring approximately April 1st to build shed
 - Shed will be 24' x 32' and look as cottage like as possible from the road. At the last general membership meeting in the spring –membership voted to allow the BOD to purchase a 30'X60' shed but Bob Brownlee, Ted Hodecker and Mike Rizza evaluated the true needs and worked with the Korots and Atiyehs to reduce the size and determine the best placement for the shed. The shed will be placed to shield the boat trailers. The membership approved \$30,000.00 for the shed.
 - The shed will have a wood shop. Bob Brownlee has made a list of all the tools that will be available.
 - Wood shop area will be locked.
 - Shed should have enough room for us to store the picnic tables, chairs, and dockinator . The shed will have attic trusses which will enable additional storage up on top.

New Business

- Parking: Mike Rizza
 - BOD discussed this morning that we have more cars than before. A lot of cars are ending up on members and club property. In the spring and last fall there was talk about using the triangle for parking. The BOD has decided for now the

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triangle will not be used for overflow parking but might have to be reconsidered in the future depending on parking needs.

- Designated parking spots are:
 - Along the brook
 - North beach
 - Day time only at the sediment pond which is reserved for access to the beach and boat launch
 - New lot will have 4-5 parking spots.
- Will mark parking spots with small signs
- If a homeowner parks where they are not supposed to and a water line breaks it will be the homeowner's responsibility to repair it.
- Mike will circulate a site plan for shed – there will be 4-5 parking spots between the shed and road on south side of shed, trailers will go on the west side of shed. Picnic table will be moved up to the dam. Peter will be dumping more leaves to help smooth the area out and fill in low spots on the new lot.
- Wood Fire Pits: Norb Zahm
 - There is an issue with wood fire pits on the green creating so much smoke that require members have to close their doors and windows.
 - Please be aware of the smoke from your fire and that you might have to put it out or move the fire pit depending on the wind and the direction the smoke is blowing.
 - Wendy Atiyeh questioned if the club would consider a community fire pit. Per Mike Rizza there was a discussion about a fire pit at the main beach but came up with many issues that need to be researched such as liability, what happens when people go home and fire is still going, would renters be able to use it? Anyone that wants to do research can bring the information to the BOD.
- Old Tree Logs: Barbara Manley Jr.
 - Will have old tree logs hauled away – looking to avoid cost to get rid of them. Once removed we will then have designated areas for disposal of brush and yard waste.
- Speed Limit: Muriel Bratloff
 - 10 mph speed is not being obeyed. She requested if more speed limit signs could be posted

Motion was made by Norb Zahm and second by Wendy Atiyeh to adjourn the meeting.

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Motion carried with all members' present being in favor.

Meeting adjourned at 8:30 pm

Respectfully Submitted

Karen Spano

Cape Cod Village Club Secretary