

Cape Cod Village Club, Inc.

General Membership Meeting May 27th, 2017

Calling of the Roll:

Secretary, Karen B. Spano performed the calling of the roll. The following members were present or proxy was given:

Name	Present	Proxy to	Absent
Anderson, Jennifer & Chuck			x
Atiyeh, Wendy, Robert and Chris	x		
Aziz, Janet & Massood	x		
Babson, Barbara & Linda Brownlee	x		
Bambach, JC & Lee Ann		Mike Rizza	
Best, Claire & Don	x		
Borrello, Dennis			x
Brattlof, Muriel	x		
Brown, Marylou		Claire Best	
Close, Margaret & Charles			x
Coleman, Bette		Mike Rizza	
Conway, Maureen & Mike		Harry Imhoff	
Dougherty, Pat & George			x
Feldman, Kathy & Phil	x		
Ginty, Jane & Dan	x		
Graham, Marjie & Dick		Claire Best	
Grasso-Lubeck, Carol & John Lubeck	x		
Hartl, Helen & Walter		Carol Grasso-Lubeck	
Haynes, Patti & Rick		Mike Hmelovsky	
Hippe, Daniel & Susan	x		
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		Daniel Hippe	
Manley, Barbara	x		
McEwan, Jennifer & John			x
Megow, Linda & Lou	x		
Ragot, Mary-Lynn & Bob			x
Rizza, Elizabeth & Mike	x		
Stanford, George	x		
Zahm, pat & Norb		Claire Best	

Present: 17 Proxy: 9 Absent: 7

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Proof of Notice of Meeting or Waiver of Notice:

Secretary, Karen B. 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 Mike Hmelovsky, second by Carol Grasso-Lubeck.

Reading of Minutes:

A motion to suspend with the reading of the previous meeting minutes was made by Mike Hmelovsky, second by Wendy Atiyeh. Motion passed.

Meeting Called to Order: Meeting called to order at 7:13pm by President Mike Rizza.

A moment of silence was held in memory of Donald Best who passed away March 5th.

BiologicTx /BioMatrix (Karen and Michael Spano's employer) donated a tree (which will be planted in the fall) and a Adirondack bench which both will be placed down by the main beach where Don use to sit.

Sympathy was expressed to Nancy and Mike Hmelovsky on the passing of Nancy's mother in the spring of this year.

Get well wishes were expressed for Mike Conway recovering from pneumonia and Barbara Keis recovering from hip surgery.

Receiving of Communications: Karen Spano and Mike Rizza

Thank-you notes were received for fruit baskets and flowers sent during the fall and winter to Phil Feldman, Barbara Keis, and Walter Hartl during their recovery from surgery.

Letters were received from various attorneys regarding the sewer easement which will be discussed later in the meeting.

Reports of Officers:

Treasurer's Report: Mike Rizza on behalf of Marjie Graham

- All members are current with dues through 2nd quarter except one member. Board is still attempting to collect from this member with no luck at present.
- A five hundred dollar donation was made to the Lake George Association.
- In 2016 at the General Membership fall meeting the membership approved allowing the board to spend up to \$4000.00 on a new sign. The board was not able to complete the project in 2016 but completed the project in May 2017 at a cost of \$2005.88. However, the board forgot to list that specific item in the general 2017 budget but since the membership had given approval we went ahead with the purchase and it has not caused any undue financial hardship.
- Currently CCVC has three CDs – two \$25,000 CDs mature August 29th 2017 and one \$100,000.00 CD matures in February 28th 2018. Currently, as of April 20th 2017 the CDs are valued at \$151,852.93. As of May 17th CCVC has in a bank account \$61,000.00.

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- Mike Conway examined the CCVC 2016 books and accounting record, including a summary of receipts and summary of disbursements for the calendar year 2016. The review included the financial statements and all CCVC bank account statements through December 31st 2016. The cash balance per bank statements were correctly reported in the CCVC financial statements as of December 31st 2016. The accounts and records have been maintained in excellent order. Prior year's records, 2003 through 2015, were reviewed at the end of each year and reported on correctly. Required CCVC income tax returns have been filed on schedule.
- Mike extended a thank-you to JC Bambach for his excellent handling of the CCVC treasurer role through December 31st 2016.
- Dues will remain the same at \$2200.00
- Tax return for 2016 was done and filed at a cost to the club of \$400.00. Our tax responsibilities was zero dollars for federal and \$240.00 to state
- Mike Rizza met with town assessor and got the assessment on the new lot reduced from \$84,000 to \$37,220 or a 53% reduction. The assessment will lower our taxes from \$1165 to \$548.00, a savings of \$617 a year.
- Dedicated dock fund /capital improvement fund: Mike Rizza provided background on the dedicated dock fund which was started to collect \$250.00 per member per year to be dedicated to docks. The amount collected was between \$7800.00 and \$8200.000 depending on the number of members for that year. Once the dock fund was no longer necessary the membership voted to continue the fund and dedicate the funds for future capital improvements. The proceeds from the sale of the club house were dedicated to the capital improvement fund which will allow the dues to remain the same at \$2200.00 for the near future and eliminate any special assessments for the next five plus years. At the end of 2016 the club had \$175,000.00 in the capital improvement fund and \$38,000.00 in the general fund. Peter's costs will increase with the addition of more amenities due to the increase in new houses and the upgrades to current houses, normal cost of living increase, along with his normal yearly increase. The amount in the general fund will not cover these expenses. The board is recommending lowering the amount dedicated to the capital improvement fund from \$250.00 per member per year to \$125.00 per member per year and the other \$125.00 per member per year will go to the general fund. To avoid having to transfer money from one fund to another or having to raise dues. We will have to keep an eye on the funds so when an increase in dues is necessary it will be gradual verses a large amount over a short period of time. Recommendation is to split the capital improvement fund 50/50 with the general fund, so \$125.00/member/year will go into the general fund and \$125.00/member/year will go to the capital improvement fund. Dan Hippe inquired what is cost for Peter to winterize a one bathroom house. Mike Rizza stated that out of the \$2200.00 each member pays in dues \$1186.000 of it goes to cover all of Peter's expenses (opening and closing of houses, mowing, plowing etc.). Peter's contract comes up for renewal this year. This year \$9500.00 is in the budget for capital improvements

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to upgrade the water system, replace water valves, new goose neck fencing, etc. Motion was made by Phil Feldman to change the \$250.00 collected for capital improvement fund to \$125.00 to capital improvement fund and \$125.00 going to the general fund. Motion second by Mike Hmelovsky. Motion carried with all in favor.

Secretary's Report: Karen Spano

- Home Owners Association Boat Launch Agreement: Five club members (Brownlee, Brattloff, Coleman, Korot, and Lincoln) need to see me after the meeting to clarify discrepancies between what was on last year's home owner's association boat launch agreement and what was documented on the CCVC dock request form for this year. So, we can get the Home Owners Association Boat Launch Agreement submitted accurately and timely.
- Requested members to review membership address list on the dessert table and provide any corrections to address, phone numbers, and email address so spring membership list can go out accurately to membership with spring general meeting minutes.

Reports of Committees:

Buildings/Grounds/Water: Ted Hodecker

- Buildings: Pump house – in good shape – no issues to mention. The shed which was approved by membership at the last fall meeting will be discussed later in the meeting
- Grounds: Thomas Rizza and Mike Rizza did a fantastic job spreading a load of gravel and grating the roads this year. The roads are in better shape than they have been in many years. The club purchased a load of top soil (which in on club's triangle property by Borrello's house) and grass seed to repair areas where tree stumps were grounded and ruts exist. Bob Brownlee placed the new permanent goose fence on the main beach and goose fencing along the point and sediment pond. Mike Hmelovsky, Massood Aziz, and Ted Hodecker did the goose fencing on the north beach. Ted reinforced with members to please only dump organic materials (leaves, brush, branches) over on the new lot, in the appropriated designated area. When placing branches please place them all in one direction to make mulching a lot easier. This will all help in avoiding increase cost to the club when it comes time to have the materials removed. Mike Rizza is will be making signs for each designated area. There is now an area for parking trailers that is not visible from the road. If anyone is unsure or has a question regarding the new lot please follow-up with Mike Rizza or Ted Hodecker. The new Cape Cod Village Club sign is up and came in under budget. Mike Hmelovsky commented on how great the sign looks and the permanent goose fencing. We have in the budget this year to plant 3-4 trees. One by the flag pole/scuffle board court, another one on front of Bambach's house and any other locations that the membership suggests. There was a discussion about planting one tree on the north beach as the current maple tree is showing signs of aging. Janet Aziz made a motion to plant one tree on the north beach. Carol Hodecker

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seconded the motion. Vote carried with all in favor. Mike Rizza asked the members that use the north beach to stake out the location where they would like the tree so we can plant it this fall. Electric is hooked up on the north beach. Bob Brownlee will hook up an extension cord on the boat rack that can then be connected to the sewer pump house.

- Water: Today we experienced a water main break on the green in front of Borrello's house. Any homes on association water need to boil their drinking water until further notice from Peter Belden and the Department of Health. Ted stressed the importance of every home having a whole house water filter in place as it is not that expensive and will avoid damage to valves in toilets, sinks, dishwashers, and refrigerator water/ice machines. Mike Hmelovsky emphasized the benefits he has seen with the system in his new house. Chris Atiyeh made requested of the board to notify homeowners either by email or text when there is a water breach and when it is safe to use the water. Mike Rizza had contracted New York Rural Water Association for assistance with a leak in front of Keis's house early in the season. They were very helpful in locating the leak and their services a free of charge. Mike Rizza addressed Mike Hmelovsky recommendation from last fall's general membership meeting requesting the board look into replacing the whole water system with the money we have in the capital improvement fund. After considering the current state of the water system, the cost, the complexity and extent of disruption, etc. The plan moving forward is to replace whole branch lines when a problem arises with better flex piping and make sure lines are placed 3 feet below ground in a bed of sand to protect the lines from rocks and roots.

Architectural: Mike Spano

- The Dougherty house project is completed. Everything went according to plan.
- The Atiyeh house project is completed
- No new projects have been received as of this moment. Heard that Dougherty's will be putting in an application for a shed.

Docks: Mike Spano

- Mike thanked Bob Brownlee for all his hard work on replacing dock boards.
- He also praised Ted Hodecker for his years of service as dock master – not an easy job to try and make everyone happy.
- The docks went in Saturday May 20th with a lot of difficulty due to the weather conditions (extremely rough water). Mike Rizza thanked the dock crew for all their hard work. He also thanked Dan Ginty for the donation to cover lunch for the dock crew.
- We will try to accomodate everyone with a boat slip that requested one but there might be some tweaking that will still need to take place.
- Phil Fledman thanked the Mike Spano, Bob Brownlee and the club for getting everything in place so he could access his boat easily and safely.
- The north beach docks are 17 years old and in good shape.
- Mike Rizza thanked Dan and Nan Montouri, William Best, Ted Hodecker and Mike Spano for work done on the docks (pressure washing, sealing, replacing bumpers, etc.) before they went into the water.

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- We will be adding 12 more feet to the north beach boat rack instead of adding another rack below.
- All members need to remove their boats from the racks every fall, so work can be done on the racks and around the racks. The sunfish that has been on the point beach for years will be removed and discarded if no one claims it soon.
- We are getting more and more boats and slips are getting tighter and tighter – will hopefully vote later in the meeting on how to assign boats slips – seniority can't be the only determining factor.
- Mike Rizza reminded all members if they have an issue or complaint when presenting the complaint to the boards please come with 1-2 solutions for discussion.

Beaches/Playground: Elizabeth Rizza

- Playground needs some maintenance – the slide, it needs to be straighten
- BobBrownlee installed a new storage box for toys – please do not let your kids climb on top of the box as it is only plastic. Bob did place fencing on side so kids should not be able to stand on top of the box.
- Volleyball net and swings will go up tomorrow.
- Badminton net went up today.
- A new coat will be placed on the pickle ball court hopefully sometime this fall.
- Flowers have been placed around the flag pole and CCVC sign.
- Will plum up playground and fluff up mulch.

Rental Committee: Dan Ginty

- Rental committee members Dan and Barbara Manley had a meeting today with rental members that could attend. The committee is making minor revision to the latest rental agreement. It is a work in progress if any member has any issues or suggestions please reach out to Dan Ginty or Norb Zahm.
- Dan Hippe has volunteered to make magnetic laminate copies of the CCVC rules for members that rent to post on their refrigerator for their renters even though the renter has received a copy of the rules and has agreed to abide by them.
- Hague rules allow for a maximum of 2 people per bedroom plus 2 to stay overnight in a rental home. CCVC will also limit the number of daily guest to 2 people per bedroom plus 2 people per bedroom.
- Dan Hippe made suggestion to homeowners that rent the need to screen their potential tenants. The screening should be conducted as a phone call not by email or texting. Make sure tenants are familiar with CCVC and if not provide them with history. Do not rent to a tenant that has family staying somewhere else in the area (as this will lead to a lot more people using CCVC amenities). Dan volunteered to give his questionnaire out to anyone that is interested.

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- Dan Hippe suggested that a rental black list should be developed to avoid renting to tenants that we have had issues within the past. Karen offered to add an additional column to the rental calendar that goes to rental committee members and board of directors to indicate if a renter is good or bad and should not be allowed to rent again in CCVC.
- Karen requested that any members that are renting to please get their rental agreements in as soon as possible. Only one rental agreement has been submitted for this season, so far.

Nominating Committee: Mike Rizza

- Nothing to report at this time

Website: Jeffrey Rizza

- This is the 3rd year the website has been in existence
- It is very useful as a reference to by-laws, maps (water lines), past meeting minutes, forms (rental agreement)
- We have had no problems with website but there was concern expressed in the past about privacy. There is no personal information on the website
- There was a discussion on necessary to continue to password protect everything on the website. Elizabeth Rizza made a motion to unlock (remove password protection) from all general information. Any personal information (owner's addresses, phone numbers) would continue to be password protected. Motion seconded by Phil Feldman and Lynn Brownlee. Motion carried with all members in favor.
- Any suggestions on what you would like to see on the website and how it should be organized are greatly welcomed.
- There was a suggestion awhile ago to have a memorial page to remember members that we have lost. If you are interested in a memorial page or have any suggestions please contact Jeffrey or Mike Rizza.

By-Laws: Bob Atiyeh

- Membership by-laws we have made head way but will defer until the fall meeting.
- Discussion was had regarding the current by-laws states dock assignments are based on seniority only and the recommendation of the board is for the by-law to be revised so dock assignments are based on safety, usage, size and seniority. Motion was made by Claire Best to change by-law to reflect that seniority is not the only standard for the assignment of dock space. Size of boat, safety and seniority will be considered for the assignment of dock spaces. Dock space is assigned by the dock committee based on size of boat, safety, and seniority. Motion was seconded by Lynn Brownlee and Elizabeth Rizza. Motion carried with all in favor and 2 abstentions.
- No-jet skis in deep water slips will be added to rules and regulations.
- Second boat slips will be assigned by the dock master on a first come first serve basis after all primary slips have been assigned. If you are given a second slip you may have to move or

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remove your boat during the season if a member who doesn't have a need for a primary boat slip has a renter bring a boat and requiring a spot. Any member renting their home and allowing renters to bring a boat must remove their boat and let the renter use their dock slip.

Entertainment: Carol Hodecker

- Mike Rizza thanked the entertainment committee for doing such a great job
- Mike mentioned Carol is worried about spending more than what the board has in the budget for entertainment. There is not a separate line in the budget for entertainment. The committee last year spent less than \$600.00. The board of directors approved adding an entertainment budget line to include an amount of \$1000.00.
- Carol thanked her committee members: Janet Aziz, Barbara Keis, Marylou Brown, and Pat Zahm
- Entertainment events planned for this season are:
 - 4th of July Pot Luck Dinner
 - Bagels on the beach
 - Music on the beach
 - Rubber duck race down the brook behind Zahm's house to the sediment pond being planned by Thomas Rizza
- For the 4th of July Corn Hole – Please see Pat Zahm ahead of time if you want to play in the tournament so teams can be arranged prior to the event. Mike Rizza is working a trophy for the corn hole tournament for this year.

Unfinished Business

- Shed: Discussion was had regarding the shed for the new lot that was approved during last fall's general membership meeting. With a pole barn type structure we could get a lot more for the same price. With a pole barn we could have a work shop in one corner and would be able to store the larger equipment i.e. dockinator, picnic tables, lawn care equipment, etc.. Mike Rizza passed around a picture of what the pole barn could look like. Wendy Atiyeh would like to see arborvitaes and/or evergreens around the structure. Massood Aziz made motion for the purchase of a pole barn instead of shed not to exceed the cost already approved for the shed. Motion was seconded by Ted Hodecker and Chris Atiyeh. Motion carried with all in favor and 4 abstentions.
- Sewer Easement: Our lawyer completed the sewer easement and it has been sent to the town for their review. Town lawyer is no longer Mr. Viscardi the town has a new lawyer and Edna Frasier doesn't want to give this to the new lawyer. She is going to have Viscardi review it. Our lawyer has stated we should be covered. We don't need to spend any more money to get this resolved.

New Business

- Boat Storage: Looking into 3 sided storage facility for storing boat that could connect possibly to the pole barn on new lot. Owners interested would pay up front to own a spot. Could

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increase resale value of houses in CCVC. There were a lot of good questions regarding liability, access, taxes, drainage, etc. Approximately 18 homeowners are interested. Please contact Mike Rizza with your concerns and questions to be investigated by a committee.

Motion was made by Ted Hodecker and second by Allan Korot to adjourn the meeting.

Members present were all in favor.

Meeting adjourned at 9:45 pm

Respectfully Submitted

Karen Spano

Cape Cod Village Club Secretary