

# *Cape Cod Village Club, Inc.*

## **General Membership Meeting May 25, 2018**

### **Calling of the Roll:**

Secretary, Karen Spano performed the calling of the roll. Meeting called to order at 7:13PM by President Mike Rizza. The following members were present or proxy was given:

Name	Present	Proxy to	Absent
Anderson, Jennifer & Chuck			X
Atiyeh, Wendy, Robert 7 Chris	X		
Aziz, Janet & Massood	X		
Babson, Barbara & Linda Brownlee	X		
Bambach, JC & Lee Ann		Mike Rizza	
Best, Claire , Karen Spano & William Best	X		
Borrello, Dennis			X
Brattlof, Muriel	X		
Brown, Marylou		Claire Best	
Close, Margaret & Charles			X
Coleman, Bette		Elizabeth Rizza	
Conway, Maureen & Mike		Elizabeth Rizza	
Dougherty, Pat & George	X		
Feldman, Kathy & Phil		Claire Best	
Ginty, Jane & Dan	X		
Graham, Marjie & Dick, Carol Mann, Susan O'Donovan		Claire Best	
Grasso-Lubeck, Carol & John Lubeck	X		
Hartl, Helen & Walter		Linda and Bob Brownlee	
Haynes, Patti & Rick	X		
Hippe, Daniel & Susan			X

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

**Present:** 14      **Proxy:** 10

**Proof of Notice of Meeting or Waiver of Notice:**

Secretary Karen Spano verified Notice of Meeting had been emailed or mailed on April 20<sup>th</sup> and May 21<sup>st</sup> to all in attendance. No waiver of notice was given. A motion to accept was made by Mike Hmelovsky, second by Jane Ginty.

**Reading of Minutes:**

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

**Receiving of Communications:** Mike Rizza

Communications were just mentioned and would be discussed in more detail later in the meeting

- A moment of silence was held for the passing of CCVC member Robert Ragot
- Norb Zahm – regarding smoke coming down the green from fires and fire pits.
- Bob and Wendy Atiyeh: Donating to The Hague Food Pantry
- Rick and Patti Haynes: Request for emotional support animal (dog) to be at their home in CCVC.
- Emails received regarding dogs at Brown's (last week) and Borello's (last season this spring)

**Reports of Officers:**

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

- As of May 21<sup>st</sup> 2018, all members are current with their dues except the Ragot family.

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- As of May 21<sup>st</sup> 2018, there is \$43,256.09 in the checking account
- As of April 30<sup>th</sup> 2018, the CDs are worth \$153,673.03. We might have to cash in one \$25,000.00 CD when it matures this summer for budgeted capital improvement projects. Currently researching other investment options for investing the remaining CDs (i.e. stocks, mutual funds, long term CDs). If any members have financial and/or investment advise please let Marjie or another board member know.
- Just renewed the \$100,000.00 CD and got a little better rate this time.
- Tax return was filed. CCVC paid \$185.00 in state taxes and \$400.00 to accountant for preparing and filing the tax return.
- The new lot purchased from Ragot's for \$1.00 was reassessed and reclassified from private property to vacant lot in a home owner's association resulting in a 56% reduction and savings to CCVC of \$600.00 per year.
- JC examined the CCVC 2017 books and accounting books including summary of receipts and summary of disbursements for calendar year 2017. He also reviewed the financial statement and all CVC bank account statements as of December 31<sup>st</sup>, 2017. Total cash balance per bank statements were correctly recorded in the CCVC financial statement as of December 31<sup>st</sup>, 2017. Accounts and records were found in good order. Prior year's records for 2003-2016 have also been reviewed at the end of each year and recorded on positively. Required CCVC income tax returns have been filed on schedule. A special thanks was given by JC Bambach to Marjie Graham for the handling all of the CCVC financials for 2107.
- Mike Rizza spoke to Mary-Lynn Ragot regarding the delinquent dues. A lawyer has advised that because we are a corporation we cannot go to small claims court we would have to go to regular court and that could get pricey. Recommendation was made to let the realtors know that the lake rights could be in jeopardy. Mike Rizza spoke with Allison Craig and she has adjusted the listing. The lawyer advised also, if they should get a buyer for the lot there still would be enough time for CCVC to place a lean on the property.
- Mike Rizza clarified that we do not pay federal taxes because we do not meet the minimum income requirement. Federal taxes are paid based on reserve money and interest and we fall below the federal limits.

## **Secretary Report:** Karen Spano

- Please make sure to notify me of any changes needed for the membership address list particularly change of ownership, trusts, etc. so we can ensure we are reporting correct information to other regulatory agencies.
- Rental Agreements: Dan Ginty will speak about this in more detail later in the meeting but I have only received a few rental agreements. As soon as you have completed agreements please forward them to me.
- Mike Rizza mentioned that I am traveling an extensive amount for work and asked that everyone to please help lighten the load by responding with necessary information timely.

## **Reports of Committees:**

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## **Grounds:** Ted Hodecker

- New goose fence has been placed at the north beach. A round of applause was given to Bob Brownlee for his work on the fence and all the other projects he does for the association.
- Roads held up very well this year – will touch up the road later after the rainy season has past.
- Trees: one dead tree was taken down by the brook. Seven trees were pruned and trimmed. Bob Atiyeh is looking into planting additional trees – he has obtained a quote for additional trees.
- No parking on the triangle lot until a drainage line has been fixed.

## **Buildings:** Ted Hodecker

- New shed: Mike Rizza was not able to perform all of the digging with his excavator due to the large size of some boulders. It required the assistance of Walt Waters. Permits are all in place. Request was made for members to refrain from dumping leaves, tree branches, brush, etc over on the new lot to avoid getting in the way of the construction and construction crew. Construction will start in approximately 10 days and will take 3 weeks to build. Construction will stop on July 1<sup>st</sup> and resume in the fall.

## **Water**

- Two zone valves and a minor leak repair were done
- Have a minor leak occurring now – NY Rural Water Association assisted in locating the leak under the road over between Mann's and Bambach's which will be fixed after the holiday weekend.
- Chris Atiyeh has agreed to give a quote for a generator hook-up for either a portable generator that Peter could hook up or an automatic generator to be placed in the pump house so days like today the association will have water.
- The membership was reminded that water is hooked up in the association from mid-May to mid-September.
- There is a new notice board on the pump house which will hold approximately 6 pieces of letter size paper. Lake George Boating rules and regulations, CCVC rules and regulations, and party notices have been posted for now.
- Members using the north beach were asked to work with Ted Hodecker to make sure their umbrella post holes are flush with the ground and to please remove the chairs back to the parking lot when done. We will be placing sand, top soil and grass seed over at the north beach.
- Mike Rizza requested that no one remove a section of the fence. If there is a need for a section of fence to be removed to please see him or Bob Brownlee, as there is a specific order it needs to be done in.

## **Docks:** Mike Spano

- Mike Spano thanked dock crew and laborers for all their help in getting docks installed last weekend. Dock crews started an hour earlier and were able to get almost done before the rains came.
- Dock assignment maps have been emailed and posted. A copy was available for viewing at the board of director's table.

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- Mike Spano thanked Ted Hodecker and Mike Rizza for all the research and communications they have done with Shore Master and Dock Doctors after last fall when removing the docks it was noticed they were very heavy – some floats were starting to take on water. The docks are still under a ten year warranty. Bob Brownlee, Ted Hodecker, Thomas Rizza and Mike Rizza moved and pressure tested 95% of the floats. Twenty-five percent of the floats (24 floats) were found to be leaking in different places. The Shore Master rep came up and saw how we stored and handle the floats and confirmed that floats were indeed leaking. They will be sending 24 floats and a few extra as they anticipate with will find additional floats that will need to be replaced. They are paying the freight to send the floats to one of Dock Doctors locations and Mike is working on getting Dock Doctors to ship them to us as part of the warranty. Shore Master is standing behind their product and wants us as customer to be happy. The Shore Master rep reinforced it had nothing to do with how the docks were installed or how we remove and store of the docks. New floats will be replaced in the fall when docks are removed. Mike Rizza emphasized how great Shore Master has been to work with. They stand behind their products and for members to sing their praises.
- Bob Brownlee is making more dock boards for the north docks
- Ted Hodecker mentioned we are noticing damage to the docks from boats. If anyone has questions about how to tie up and secure their boat to please see Ted Hodecker, Mike Spano, or Mike Rizza as they would be more than willing to help you protect your boat and in turn CCVC docks.
- Mike Rizza thanked Thomas Rizza for operating the dockinator this year. The dockinator worked well especially after installing a second battery on it. Still working on dockinator 2.0 hopefully to have it completed this summer.

## **Architectural: Mike Spano**

- Mann's application for propane tank to be placed in front corner of house with a fence to block it from view has been approved.
- Processing application from Rizza's for pergola which will be going to the board in a few days.
- Mike Rizza mentions we need someone on the architectural committee to take over the position of architectural chair or we need to look for a member to volunteer to chair the architectural committee as Mike Spano is traveling so much for work and is not able to get applications processed timely.
- Mike Rizza mentioned that we need more members to volunteer on committees. He passed around two lists to give members an idea of the amount of work that goes on behind the scenes with the board of directors
  - 2018 To-Do-List
  - Summary of what previous boards have accomplished

Mike proceeded to thank the current board of directors for their timely responsiveness (within 24 hours) with helpful information. Mike stated he would not be able to do what he does without the support he has received from the board. He thanked Marjie for taking over the job of treasurer when no one was willing to take the position.

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- Borrello replaced an existing stoop with a larger deck. The deck is larger than the stoop so it was not for maintenance. An architectural application was never submitted. After checking with the town speaking with Terry an after the fact deck application has been sent to the committee. It looks like it meets the set back requirements. Pat Dougherty as member of the architectural committee noticed the measurements of the deck on the application are not accurate.
- In general, we need to put provisions into the architectural guidelines of the by-laws to address untimely processing of applications. Will have the by-law committee look into addressing this weak point.
- A reminder to all members all architectural applications need to come to the CCVC association first before going to the town. The only exception is going to the town to do research for a variance.
- The Atiyeh's will be submitting an application to the architectural committee for a clothesline with an 8x12 wooden fence enclosure.

## **By-Laws: Bob Atiyeh**

- Not a lot to report a few items to be worked on over the summer. Bob has checked with the members of the by-law committee to see if they are willing to continue on through the fall. One member will be getting back to Bob otherwise everyone else has agreed to remain on the committee.
- Will be working on the membership by-laws during the summer. Information will be coming out to members during the summer to get your feedback on the proposed revisions. We are asking all members to please respond timely so we can come to the fall meeting ready to take a vote and avoid the need for a lengthy discussion.

## **Beaches/Playgrounds: Elizabeth Rizza**

- Swing set is slightly tilted and will be straightened
- Will fluff the mulch so it is soft and in compliance with regulations
- Looking for someone to volunteer to weed the drainage ditch at the beach and the path up by the CCVC sign
- Mike Spano will put the swim floats in the water in a couple of weeks as the water is too cold right now
- Swim lanes will go in the weekend of July 4<sup>th</sup>
- There is a duck's nest with eggs at the flag pole please do not disturb
- Will plant flowers this weekend by the CCVC sign but will hold off planting flowers at the flag pole as avoid disturbing the duck nest.

## **Rental Committee: Dan Ginty**

- Dan reached out to all members of the rental committee a majority have agreed to stay on the committee. Dan doesn't know if Dan Hippe still wants to be a member of the rental committee with the status of his home being on the market.
- Some changes that will be made to the rental information sheet are:

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- Quiet time from dusk to dawn
- Including information on proper use of the sewer system (what not to put down the toilet, etc.)
- Rentals for this year are down from last year considerably. Last year there were approximately 140 days rented and this year showing only approximately 80 days. Please get your rental applications in to Karen as soon as possible this allows her to complete a rental calendar which keeps the board members and other members informed of who is coming and going, who needs boat slips, etc.
- Since we instituted the rental agreement and addressed the boat issue where members have to remove their boat if they are going to allow renters to have a boat there have been less issues and complaints.

## **Entertainment:** Carol Hodecker

- Duck Race on July 4<sup>th</sup>
- Potluck and games at the beach on July 4<sup>th</sup> we are requesting that everyone that want to participate in the corn-hole game to please sign up ahead of time.
- Bagels on the beach – date to be determined
- Music at the beach – date to be determined
- Thinking of doing Halloween in August for the kids
- Please see Janet Aziz or Carol Hodecker if you have any ideas for future events.

## **Website:** Mike Rizza on behalf of Jeffrey Rizza

- Website has been redesigned using a different host – no password needed except for the board of directors tab.
- Website has been updated with the current by-laws
- Bob Atiyeh made a suggestion that a CCVC newsletter be sent to the membership to keep them informed of all the workings going on in the association. Jeffrey designed and put together the new CCVC newsletter which is titled: Compass
  - Any input would be greatly appreciated
  - First edition went out the end of winter beginning of spring.
- Mike Hmelovsky gave a shout out to Jeffrey for the great job he did on the website. It is very organized and easy to navigate.
- He has plans to place CCVC maps on the website showing various levels i.e. property line, roads, water pipes, and sewer lines.

## **Nominating Committee** - to be discussed later in the meeting

## **Unfinished Business**

- Nottingham agreement comes due in June. It is an agreement on what we can do on the north side of the CCVC main dock. We are allowed one deep water spot – where the Keis boat is and

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three jet-ski spots. The board is proposing renewing the agreement. Mike Hmelovsky made the motion to renew the same agreement for 3 years. Motion was second by Dan Korot and Wendy Atiyeh. Motion carried with a vote of all in favor.

- With the need for more deep water dock slips we are researching the possibility of moving the main dock further south so the main dock and the point docks would share the same water way for getting boats in and out of dock slips. This would make the swim area larger. Depth measurements have been taken where slips are now. Need to take depth measurements where docks are proposed to go and look into what amount of dredging would be required. Mike showed a photo of what it would look like. Mike has briefly spoken with the Lake George Park Commission and Lake George Association and it doesn't look like it would be a big issue. Not sure of the cost.
  - Hmelovskys are working with the town to finish up their storm water management plan. Once the town approves the plan it will be presented to the board.
  - Communications:
    - Mike Rizza read email received from Norb Zahm regarding wood fire pits on the green particularly from the Lincoln home. He would be in favor of seeing a ban on wood fires from July 1<sup>st</sup> through Labor Day. A discussion was had with the following points being made:
      - It has to be fair for all not just folks on the green
      - Several members voiced having to close their windows because of the smoke and not being able to breathe and having to suffer with the heat due to the closed windows and no air conditioning.
      - Mike Rizza did have a discussion with Todd Lincoln about moving fire pit to other side of house and to determine if the issue was just with their renters.
      - It is the Adirondacks
      - Would not like to see it as another by-law
      - Would prefer to see it as provision in the rules and regulations.
- A general consensus was made to announce it in the meeting minutes and to include wood fire etiquette in the CCVC rules and regulations including the renter's agreement and on the renter's information sheet posted in the home.
- When a person makes a request for the fire to be extinguished it should be immediately extinguished.
  - Burn only seasoned wood
  - Do not burn pine, evergreens, pine needles, leaves or other items that cause a lot of smoke
  - Fires have to be attended at all time
- Food Pantry – Wendy Atiyeh spoke about and email she sent to the Board of Directors. Bob and Wendy made a donation to the Hague Food Pantry. Hague has a large population of people living at or below the poverty level. A discussion was had and for now 50% of the proceeds from the duck rack will be made to The Hague Food Pantry. Wendy will follow-up and get more information to present at the fall meeting as to what is a more beneficial donation for the town



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monetary or non-perishable food. Members were encouraged to donate their non-perishable food item in the fall when they are closing up their homes.

- Dog sightings in CVCC:
  - Karen Spano spoke to MaryLou Brown regarding her niece's dog.
  - Mike Rizza spoke with Terry requesting the contractor refrain from bring his dog while working on the Borrello's deck
- Emotional Support Animal (ESA) - a request has been made from a member to the board of directors to research emotional support animals and service dogs. Board of Directors is doing research to make sure we are in compliance with laws and regulations along with our own by-laws. Pat Dougherty will spear head the research. If any member has any information please pass it along to Pat. We will have a mid –season vote if needed. The Board of Directors has discussed in depth by-laws, exceptions to by-laws and post exceptions to by-laws. This Board of Directors feels what is in the by-laws is only what we can go by. The board will be reviewing pass exceptions as some probably were not processed properly and might have had term limits that are not being followed. Any request regarding a dog needs to be brought to the board of directors with enough time for discussion, research and a membership vote.
- Nominating Committee: This is the year to nominate new board members. We need a chair person and Claire Best has graciously volunteered to chair the nominating committee. Per Claire nobody better say no. Mike Rizza stated his current board has been great and he is not sure who will be staying on and who will go but he for one doesn't want to get burnt out. Whoever takes over will need to delegate and he for one will delegate more this year. Everyone on the board should have a delegated responsibility right now the vice president responsibilities have been reduced to pretty much sitting around waiting for when president is not able to perform; we even took the dock master position away from the vice president which was not a bad thing and an example that all jobs do not have to go to a board member. JC was a value to the board took on new responsibilities of handling insurances, reviewing insurance policies and auditing accounting books. Other board members beside the officers have taken on other job responsibilities. Dan Ginty has taken on the responsibility of the rental committee. Bob Atiyeh is overseeing the by-laws and Pat Dougherty has volunteered to spear head the ESA and service dog issue. We need more people to volunteer on committees. Janet Aziz asked if Mike Rizza would stay on if there was more help. Mike stated he feels the best position for him is building, grounds and water. He would prefer to stay on the board but not in his current position. He would stay if necessary as president only if some members currently on the board stay but he will not continue to perform as he has been doing. There are other options:
  - We could limit the number of projects – but over the years we have done a lot to improve CCVC as a community.
  - We could hire people whether it is Peter and his guy or an outside firm i.e. management firm but that will cost each member more money and we would still need a board of directors for over sight.

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- We could buy our own equipment which brings its own set of issues – who maintains it and repairs the equipment

We need to work out compensation for members that work, use their own equipment, etc. as it is getting out of proportion especially for those members on a fixed income. Claire Best mentioned that compared to other associations in the area CCVC is the best association. Everyone needs to pitch in and help more. Claire will need a couple of volunteers for the nominating committee. If you can join any committee please reach out and let Karen know. Whoever is president will need more support from the membership. Bob Brownlee thanked Mike Rizza for all his hard work and leadership.

## **New Business**

- When new shed is done there will be 10' x 24' wood shop. If anyone has tools or materials they would like to donate please see Bob Brownlee, Mike Rizza, or Ted Hodecker. It will be set up so members can access it easily. One bay will be large enough to be able to work on a boat if needed. There will be space to store the dockinator, lawn furniture and chairs from club house along with other equipment. There will be an area for dumping of yard waste once the shed is completed. Please only dump yard waste and see the grounds committee for where to dump. Signs will be posted soon.
- Elizabeth Rizza inquired if there is an interest in having a community yard sale – money raised could be donated as a fund raiser. It was mentioned my members that items placed up on the side of the road (Rt 9N) are usually gone in less than a day.
- Blue print of what the shed will look like was made available at the board of directors table.

Motion was made by Mike Hmelovsky and seconded by Lynn Brownlee and Wendy Atiyeh to adjourn the meeting.

Motion carried with all members' present in favor.

Meeting adjourned at 9:07pm

Respectfully submitted

Karen Spano

Cape Cod Village Club Secretary