

# Cape Cod Village Club, Inc.

## General Membership Meeting August 31, 2019

### Calling of the Roll:

Secretary, Karen Spano performed the calling of the roll. Meeting called to order at 7:03pm 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		Nancy & Mike Hmelovsky	
Babson, Barbara & Linda Brownlee		Mike Rizza	
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		Norb & Pat Zahm	
Conway, Maureen & Mike		Harry Imhoff	
Dougherty, Pat & George			x
Feldman, Kathy & Phil			x
Ginty, Jane & Dan		Mike Rizza	
Graham, Marjie & Dick, Carol Mann, Susan O'Donovan	x		
Grasso-Lubeck, Carol & John Lubeck	x		
Hartl, Helen & Walter		Carol & John Lubeck	
Haynes, Patti & Rick	x		
Hmelovsky, Nancy & Mike	x		
Hodecker, Carol & Ted		Mike Hmlovsky	
Imhoff, Carol & Harry	x		
Keis, Barbara	x		
Kelly, Patricia and Robert Dent			x
Korot, Judith & Allan	x		
Lincoln, Todd & Sue O'Neil			x
Manley, Barbara	x		
McEwan, Jennifer & John			x
Megow, Linda & Lou		Claire Best	
Ragot, Mary-Lynn		Not a member in good standing	
Rizza, Elizabeth & Mike	x		
Stanford, George			x
Zahm, pat & Norb	x		

**Present: 13      Proxy: 10**

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## **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 on Friday August 16th. No waiver of notice was given. A motion to accept was made by Mike Hmelovsky, second by Norb Zahm. Motion passed with all in favor.

## **Reading of Minutes:**

A motion to suspend with the reading of the previous meeting minutes was made by Norb Zahm, second by Mike Hmelovsky. Motion passed with all in favor.

## **Receiving of Communications:** Mike Rizza

- Mary-Lynn Ragot: The Board of Directors has been in contact with Mary-Lynn regarding past dues through certified mail and email. She has until September 7<sup>th</sup> to sign the agreement stating she will pay the back dues. She will start paying current quarterly dues with the next installment in October 2019. March 31<sup>st</sup> 2020 is the deadline for the past dues to be paid otherwise we will look into placing a lien on the property. If any member is interested or knows of someone who might be interested in the property please reach out to Dean Craig at Alison Craig Realty.
- Mike Rizza read an email received from Carol Hodecker stating that she and Janet Aziz are resigning from the entertainment committee as entertainment chair and co-chair. We will be looking for at least one chairperson for the entertainment committee.
- There was a lot of communications back and forth with Phil Feldman regarding his emotional support animal (ESA) application – which will be discussed later in the meeting under the reasonable accommodation/ESA committee report.
- Karen Spano read a thank-you card received from Helen and Walter Hartl for a fruit basket CCVC sent to Walter.

**Election of Officers:** Not necessary at this time

## **Reports of Officers:**

- **President:** Mike Rizza
  - Thanked the board of directors for all their time and hard work with numerous emails and conference calls regarding emotional support animals (ESA) and the Ragot delinquent dues.
  - Pat Dougherty has dedicated a lot of time and accepted the roll as the emotional support animal coordinator. Bob Atiyeh also assisted with the ESA correspondences.
- **Treasurer:** Karen Spano on behalf of Marjie Graham
  - As of the 3<sup>rd</sup> quarter all members were current with their dues with the exception of Mary-Lynn Ragot. She will begin paying her quarterly dues at the time of the next quarter's installment which is October 2019. Mike Rizza and the board are currently working on an agreement with Mary-Lynn which will involve her paying all her back dues.
  - The transition from a 30 day grace period to a 15 day grace period went fairly smoothly and Marjie appreciated member's willingness to attempt to comply with the new by-

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laws. Additionally, she wants to remind everyone to once again to mail the dues to her home address in Asheville North Carolina until further notice.

- As of August 17<sup>th</sup> 2019 we have \$32,057.38 in our checking account. Additionally, as of July 21<sup>st</sup> 2019 the amount in our CDs are as follows:
  - One - 2 year CD (matures 3/6/2021) is worth \$54,559.61
  - Two – 1 year CDs (mature 4/10/2020) are worth \$25,172.74/each
  - Total CD balance is \$104,905.00
- Total balance of all funds is \$136,962.47
- Mike Rizza added that the water repairs went over budget but we should be able to stay on budget by postponing some project until next year.
- **Secretary:** Karen Spano
  - The spring membership address list is on the dessert table please review and record any corrections that need to be made.
  - I have an updated membership form that we are requesting all members complete. This form will provide the necessary information regarding all the members of trusts, corporations, and LLCs; along with contact information; and who would like to receive information. Hard copies of the form are at the table here I would appreciate everyone taking a form completing it and getting it back to me or my mom. I will also include the form when I send out the fall general membership meeting minutes. A form needs to be completed for every house hold.
  - I would like to apologize for the extensive delay in getting the spring general membership meeting minutes out due to my computer failing. I thank the general membership for your understanding and patience during this trying period of trying to recoup and regenerating documents.

## **Reports of Committees:**

- **Budget/Finance:** Mike Rizza
  - No activity other than reallocating some money so we can stay on budget
- **Buildings/Grounds:** Chris Atiyeh on behalf of Ted Hodecker
  - Did minor grading to the roads this spring and then this summer brought in one load of stone to fill low spots in the roads:
    - By corner to Mann's where we dug up the road for the water issue
    - North beach road
    - Road in front of Hmelovsky's house: We utilized the tractor time that we swapped with Peter for storage of his equipment for road grading, spreading of the stone on the roads, and spreading of wood chips on the nature trail.
  - The Lake George Association (LGA) and Warren County Soil and Water (WCSW) have stabilized the north bank of the sediment pond which has been eroding away. They will be dredging the pond this fall.
  - Norb and Pat Zahm volunteered to scrap and paint the lighthouse. Norb contributed his blood, sweat and maybe a few tears to the project. Thank-you Norb and Pat.
  - CCVC shed still needs some minor carpentry. Bob Brownlee will do those this fall.

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- Tree work: We need to take down another dead pine tree along the brook across from Zahm's driveway that was struck by lightning.
- Still waiting for Walt to remove pine tree logs from the club lot hopefully this fall.
- Parking: will install signs and distribute a map to aid in locating the designated parking areas on club property. We discussed at the spring meeting having temporary extra overflow parking on the triangle during holiday weekends (Memorial Day, 4<sup>th</sup> of July, and Labor Day). There will be 3 overflow parking spots at the new shed, 2 overflow parking spots at the north beach and we are considering 5-6 spots at the triangle by Borrello's house during holiday weekends.
- Patti Haynes asked when the logs from tree taken down by Borrello's house was going to be picked up. Mike replied he has brought up this log splitter and will split up the logs for members to take and whatever is remaining will be taken away. Mike also mentioned the dead tree by the brook will be cut down and taken away, there is also a small dead tree in the triangle up by the flower box that will be removed and the oak tree on the point will be trimmed to remove any dead limbs.
- **Drainage:** Chris Atiyeh on behalf of Ted Hodecker
  - More catch basin and storm drain boxes need to be rebuilt and/or new covers installed. Chris showed a picture of the green drain covers and reminded all members to be careful not to park or drive over these covers.
  - After reevaluating the pump-house renovations we have decided not to raise the roof but to instead do some minor alterations and organizing.
  - We are in the process of obtaining the permit to pull some of the boulders that the ice has dragged down back along the bank around the point. Originally scheduled for 2019, we will do this project in 2020 due to time restraints and budget concerns.
- **Water:** Chris Atiyeh on behalf of Ted Hodecker
  - Repairs and upgrades to the water system at the corner by Mann's and Bambach's was completed during the summer. The cost was more than we budgeted for. Depending on what else we need this year the buildings grounds and water committee recommends we reallocate funds from other projects scheduled for this year so that we can keep on budget over all.
  - We only have one more zone valve planned for the water system and hopefully that will go in next year by Aziz's house. These zone valves help us isolate leaks but also help to reduce the number of houses that are turned off when we have a leak. We are still operating under the assumption that if a branch line needs a major repair we will instead replace the complete branch line with better pipe and better installation practices so that it won't be as fragile as the original pipe.
  - We have another leak on the south side of the roadway to the main beach in front of Keis's house. We have decided since it doesn't seem to be affecting our usage much we would wait until after Labor Day to dig it up.
  - Bob Brownlee has lent the association a generator for the pump house. He connected it during a power outage about a month ago, which meant members were able to use water and flush their toilets during the 5-6 hours the power was out.

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- In general with the reallocated funds from other projects we should be on budget for the year
- **Docks:** Chris Atiyeh on behalf of Ted Hodecker
  - The damage sustained to the docks this spring will be evaluated this fall when we take the docks out.
  - Met with Chris Sheldon (dredger) a second time to fine tune estimates if we decide to dredge. Also contacted the DEC to see what our options are in reference to what we can use the dredge material for.
  - Still plan to extend the boat rack at the main dock.
  - Mike Rizza has been working on dockinator 2.0 but won't get it done for this fall removal of docks – Mike will finish it up this winter and hopefully have it operational for the 2020 spring installation of docks.
  - Docks are tentatively scheduled to be removed on October 12<sup>th</sup> will send an email to the dock committee members once date is confirmed
  - In general we will be on or under budget for the year and will reallocate some budgeted funds to help with coverage of the water expenses.
  - If anyone wants to see actual amounts spent they will be included in the year end treasurers report or ask Marjie Graham for year to date numbers.
  - Chris showed a picture of the hickory tussock moth caterpillar and warned all members to watch out for this furry white and black hairs on this caterpillar are poisonous. They don't have to bit, just touching them can irritate your skin.
  - Karen Spano summarized a newspaper article from the Post Star on August 8<sup>th</sup> regarding a new law passed by Governor Andrew Cuomo which will require all boaters to have a NYS boat certificate when operating a motor boat. To obtain the certificate people will be required to pass an 8 hour New York State safe boating course. You will be able to take the course on line. It will be rolled out over the next several years depending on your birth year with everyone (no matter age) requiring a certificate by 2025.
  - Karen Spano summarized another newspaper article from today's Post Star on the changes set for boat launches. Mossy Point in Ticonderoga and Rogers Rock in Hague will be gated off overnight, starting September 6<sup>th</sup> through the end of October. The article went on to list the dates and times the boat launches will be operational through the end of October.
- **Architectural:** Carol Mann
  - Carol thanked the Atiyeh's for their patience with the 1<sup>st</sup> application and the learning curve since she has taken over architectural committee chair.
  - Carol has one concern that the penalties are not strong enough when a member builds something without permission or something different than what the committee and membership gave approval for. Arcady has changed their by-laws to state if someone builds without permission or builds something different than what permission was given for the person would have to pay to have the structure torn down and also pay all attorney fees. We need to start thinking what we want to do in the future. Mike Rizza stated that we can make a member not in good standing and might be able to take their right to the lake and dock away. We strengthen it a few years ago but still need to look

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at clarifying it more and determine when and how much we will fine people. Bob Atiyeh asked Carol if she could get a copy of Arcady's by-laws.

- **Beaches/Playgrounds:** Elizabeth Rizza
  - We installed new swim lines and flag pennants on the swim rafts.
  - Replaced the baby swing, tree swing rope and tetherball.
  - Resurfaced the pickle ball court.
  - There was a lot of algae or weeds in the lake this year and we found a butterfly net worked best to scoop it out. It will be important to clean out as much as possible each year, so it doesn't settle and create a breeding ground for weeds in the swimming area.
  - Many thanks to Patty Haynes for weeding the main beach several times this summer and thanks goes to Pat Zahm for weeding the flower bed by the CCVC sign.
  - Katie Atiyeh has offered to help plant and maintain the flower boxes on the club shed next year.
  - Obtained new CCVC dock sign – sign is showing signs of warping on the bottom. The women that did the sign has agreed to reinforce the bottom of the sign.
  
- **Website:** Mike Rizza on behalf of Jeffrey Rizza
  - Jeffrey Rizza has decided he wants to still manage the website but is asking for someone to volunteer as an assistant. Pat Dougherty has volunteered. Pat Dougherty and Mike Rizza will feed information to Jeffrey on a regular basis.
  - The website has generated a lot of contacts particularly from previous owners' relatives.
  - The website is a great place to reference – map of designated parking areas, previous CCVC meeting minutes, surveys, etc.
  - Newsletter: A previous draft of the newsletter that did not get released is being revised for a fall edition.
  - Newsletter will come into play more particularly if we decide to go to one meeting per year.
  
- **Entertainment:** Karen Spano on behalf of Carol Hodecker
  - The committee had 3 events this summer
    - Duck Race
    - 4<sup>th</sup> of July gathering
    - Bagels on the beach
  - The duck race was very successful after the distribution of the prize money. The club donated \$655.00 to the LGA.
  - The 4<sup>th</sup> of July gathering was well attended, as was the bagels on the beach.
  - Music at the beach was not provided this year due to no suggestions for a new performer.
  - Carol extended a thank-you goes out to the volunteers for these events.
  - Chris Atiyeh stated the duck race was terrific and he is hopeful we could have more duck races i.e. kids race and adult race
  
- **Rental Committee:** Karen Spano on behalf of Dan Ginty
  - This year there has been 18 rentals.

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- The rental agreement needs to be updated on the website and reflect 2020 as we go forward. Dan Ginty's email address needs to be on the form in place of Karen Spano's email address.
- Dan will update the rules for next year to reflect the no fire pit usage and quiet hours between 9:00PM and midnight.
- Summary of rentals will be posted on the website and we are requesting all owners that rent to review the document to make sure their rentals are posted accurately and completely prior to the renter showing up at CCVC.
- Had some issues with smoke from fires particularly from Todd Lincoln's house which would travel down the green on a cool night causing people like the Hart's and Zahm's to have to retreat into their homes and close the windows. Mike spoke with Todd and Todd gave him permission to remove the fire pit. Todd stated he will replace the fire pit with a propane operated unit.
- **By-Laws:** Bob Atiyeh
  - The spring 2019 by-law document is currently being prepared for final review and publication.
  - Once the 2019 By-law document has been completed, the by-law committee will be asked to perform a final review of the document to ensure its accuracy with respect to what the membership approved.
  - Karen Spano will then distribute the "official" 2019 By-law document and request that every member sign an acknowledgement agreeing to obey by the by-laws.
  - Other postponed by-law work (i.e. the architectural changes mentioned this evening) will be considered during the winter.
  - Bob proceeded to thank the by-law committee and the president for their time and involvement to provide such an impressive revision accomplishments, especially for such a dull but necessary topic!
- **Emotional Support Animal Committee:** Mike Rizza on behalf of Pat Dougherty
  - The committee is being renamed the Reasonable Accommodation Request Committee as that is the proper name for it.
  - Rick Haynes reasonable accommodation request for his dog Gus was approved June 9<sup>th</sup> 2019 as long as the conditions in his agreement are met. The agreement is good through June 8<sup>th</sup> 2020 at which time he will have to reapply.
  - There was one incident on July 13<sup>th</sup> in which Gus got loose on CCVC property, the issue was addressed by Rick and he apologized and corrected the problem .
  - Received a reasonable accommodation request from Phil Feldman on July 9<sup>th</sup> for his dog Daisy, there were numerous communications over several weeks and his reasonable accommodation request was considered complete on August 23<sup>rd</sup> and he was notified on August 25<sup>th</sup> of acceptance based but is subject to certain conditions which due to HIPAA are confidential.
  - Pat Dougherty has done an amazing amount of work on this and has taken a lot of flak. The committee was set up with only 2 members to receive the information and approve requested due to the HIPAA confidentiality laws and sensitive nature of the information

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being submitted. Pat and Mike couldn't come to agreement on Phil's request and have gone to FHA and are waiting to get clarification but are still waiting for feedback from FHA. In the meantime Phil has been granted approval until FHA gets back to us. Based in FHA response if we are able to ask for additional information Phil will have 30 days to respond if not his approval is revoked. It is a difficult situation as it is a law we have to follow and be objective and not allow tempers to flare up. It is a learning curve as we worked through these two application and will require some to changes to the CCVC regulations.

## **Unfinished Business:** Mike Rizza

- No unfinished business to report on

## **New Business:** Mike Rizza

- Parking on the triangle
  - Will clarify where people can park on CCVC property and homeowners property
  - Use 5-6 spots during holiday weekends only on triangle for Memorial Day, 4<sup>th</sup> of July and Labor Day weekends.
  - North beach couple designated spots – no more than 2 spots
  - Pole building could have 3-5 spots
  - Along the brook by Zahm's house for 3-8 spots
  - Pat Haynes asked for clarification of parking on community property. Bob Atiyeh read the by-law that doesn't state can't park on community property – it states you must park in designated spots only.
  - Mike Hmelovsky would like to see the triangle to use as last resort

Norb Zahm made a motion to adjourn the meeting. Motion was second by Mike Hmelovsky. Vote was passed with all in favor. Meeting adjourned at 8:01pm

Sincerely  
Karen Spano  
CCVC Secretary