

Cape Cod Village Club, Inc.

General Membership Meeting September 5, 2020

Calling of the Roll:

Secretary, Karen Spano performed the calling of the roll. Meeting called to order at 2:03pm 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	X		
Babson, Barbara & Linda Brownlee	X		
Bambach, JC & Lee Ann		Mike Rizza	
Best, Claire , Karen Spano & William Best	X		
Borrello, Dennis			X
Brattlof, Muriel		Janet Aziz	
Brown, Marylou		Claire Best	
Close, Margaret & Charles			X
Coleman, Bette		Norb Zahm	
Conway, Maureen & Mike		Janet Aziz	
Dougherty, Pat & George	X		
Feldman, Kathy & Phil	X		
Ginty, Jane & Dan		Mike Rizza	
Graham, Marjie & Dick, Carol Mann, Susan O'Donovan		Claire Best	
Grasso-Lubeck, Carol & John Lubeck	X		
Hartl, Helen & Walter		Carol Lubeck	
Haynes, Patti & Rick	X		
Hmelovsky, Nancy & Mike	X		
Hodecker, Carol & Ted	X		
Imhoff, Carol & Harry		Claire Best	
Keis, Barbara	X		
Kelly, Patricia and Robert Dent	X		
Korot, Judith & Allan		Dan Korot	
Lincoln, Todd & Sue O'Neil	X		
Manley, Barbara	X		
McEwan, Jennifer & John			X
Megow, Linda & Lou		George Dougherty	
Rizza, Elizabeth		Mike Rizza	
Rizza, Mike	X		
Stanford, George			X
Zahm, Pat & Norb	X		

Present: 17

Proxy: 12

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Proof of Notice of Meeting or Waiver of Notice:

President, Mike Rizza verified Notice of Meeting had been emailed on August 20th or hand delivered on August 21st to all in attendance. No waiver of notice was given. A motion to accept was made by Claire Best, 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 Phil Feldman. Motion passed with all in favor.

Receiving of Communications:

- Thank-you card received from Barbara Keis was read by Karen Spano
- The Board received an email from Mike Rizza requesting a reduction in dues for the lot he purchased from Mary Lynn Ragot. Mike Rizza asked that the board schedule a membership vote in reference to the request. When Mike Rizza received the Board's explanation of why they didn't think they could recommend Mike decided not to ask for a membership vote.
- Received a verbal request from The Hague Fire Department asking about relocating the dry hydrant on Route 9N to the sediment pond if it is feasible to do and looks pleasing. More information is needed.
- Joe McDowell from The Hague Sewer Department called Mike Rizza to arrange a meeting to discuss the drainage in CCVC. The town has acquired a grant to study how ground water might be leaking into the sewer system. The town has acquire a grant to study how ground water might be leaking into the sewer system. Mike Rizza reviewed CCVC's drainage system with him and he overlaid CCVC's drainage system on an enlarged copy of the sewer map. Mike will give him a copy, give a copy to Peter Belden and one will be post a laminated copy in the pump house or club workshop. Mike is in the process of doing the same with the CCVC water system.
- Received notice from The Town that our neighbor across the brook, Greg Cashman has applied for a permit to construct a boathouse on the south end of his property. This really doesn't affect CCVC. IF anyone has any concerns they should let the town know.
- Mike Rizza also notified Greg Cashman that a film of what looked like cement dust was observed floating in the sediment pond close to the south bank. Mike Rizza asked him to check with his contractors to make sure they are not cleaning out cement or spackle buckets in the pond. Mike asked everyone to keep an eye on the pond and to let the Board know if they should see anything suspicious. Claire Best mentioned there is a black pipe going into the brook from the Cashman property that looks suspicious. (Update since meeting: Mike Rizza contacted LGPC to obtain latest SWM plan. The pipe is included on the latest approved site plan for Storm Water Management)
- Mr. Cashman and Mike Rizza also discussed trees falling in the brook and who is responsible for the cleanup. Mike mentioned that whoever's property a tree falls on is responsible for the cleanup. Mike notified Mr. Cashman of one tree that has a look of concern. Mr. Cashman stated he would evaluate all of the trees on his property.

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Election of Officers: Mike Rizza

A motion was made by Lynn Brownlee to amend the Order of Business and move the election of officers to the end of the meeting. The motion was second by Pat Dougherty. Motion passed with all in favor.

Reports of Officers:

- **President: Mike Rizza**

It's been an unusual year due to the pandemic. We cancelled the spring meeting – and at that time we weren't sure we would even have a season at CCVC this year. The Board worked hard to keep members safe, the dock crew put docks in while staying safe so members could enjoy the lake this year. Members cooperated and followed the guidelines the Board put into place. Mike thanked all the members for their cooperation and hard work.

- Mike thanked the members of the board for all their hard work sharing ideas and concerns with many hours of texts, phone calls and Zoom meetings in dealing with the COVID-19 situation
- He also, thanked the members for their understanding during this difficult time.
- The board put guidelines in place which included social distancing, face coverings, use of hand sanitizer, no renting until July 31st 2020. They also decided not to put playground equipment, swim rafts, and table and chairs out. The board has been reviewing the County, State, CDC guidelines on a regular basis to determine what modifications they need to make to the original guidelines
- Based on the updates from the State and County in reference to short term rentals the Board as of June 4th 2020 amended the guidelines to allow a limited amount of renting during this season.
- As of June 24th 2020 New York State has put a travel advisory in place, which includes people from certain states with high COVID-19 rates to self-quarantine for 14 days once arriving in New York.
- Due to a delay in getting back to the lake and the COVID-19 pandemic some projects and activities that we had planned have been pushed back or cancelled
- We are still looking for a volunteer to be the chairperson of the Entertainment Committee.
- We will be reforming all the committees this fall.
- The three year caretaker contract ended on June 30th 2020, the Board negotiated a new 3 year contract with Peter Belden.
- This year we had more primary boats, especially 22 foot boats then in previous years, which is making it more challenging to accommodate members. We need to discuss our options for more boat slips and decide how we are going to move forward.

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- **Treasurer: Karen Spano on behalf of Marjie Graham**
 - All Members are current on their dues
 - As of 8/31/2020 the balance of the CCVC checking account is \$48,263.11
 - The 8/20/2020 CD statement from Synchrony Bank shows our 2 year CD is now worth \$56,276.00 earning \$131.72 in interest this past month. The other two \$25,000.00 CDs are now worth \$25,829.46 each with each earning \$32.55 in interest the past month
 - In summary the breakdown for our funds is (using rounded numbers):
 - \$107,935 in CDs
 - \$48,263 in checking account
 - \$156,198 for a total
 - Of that total amount: \$106,630 is for capital improvements and \$49,568 is for general expenses. (the amount for the general expenses includes the interest amount on the CDs)
 - Per usual, CCVC made a \$500 donation to the LGA in order to support their stewardship of keeping the lake healthy
 - In early 2020 Mike and Elizabeth Rizza purchased the lot (across 9N) from Mary Lynn Ragot. Due to this the club was able to collect \$9867 in back dues and late fees from Mrs. Ragot and also collected the \$1100.00 new membership fee from the sale. Due to this we are hopeful that dues will be able to remain the same for the next year or two.

- **Secretary: Karen Spano**
 - In front of me on the table is a copy of the Membership Address List please review and make sure information is accurate. If not make any corrections on the form.
 - Last fall we requested all households to complete the new membership form. In front of me is a list – if your name is in yellow you have completed and provided me with the form. If your name is not highlighted you have not completed and provided me with the form. There are copies of the form on the table please take one and return it to me.
 - Phil Feldman asked what the purpose of the form is. Mike and Karen responded it to add in who wants to receive communications from CCVC and how they want to receive communications, along with providing information for legal documents that the association has to complete yearly (i.e. boat launch agreement)
 - Please make sure if you changes to your deed that you notify the board and complete a new membership form

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- Phil Feldman asked how that would affect your seniority. Mike Rizza responded per the by-laws if you still remain on the deed your seniority doesn't change.

Reports of Committees:

- A motion was made Norb Zahm to suspend with the reading of the committee reports due to the fact they were emailed to membership prior to meeting and to keep the meeting as short as possible due to the pandemic. The motion was second by Barbara Manley Jr. Motion passed with all in favor.
- **Budget/Financial Committee: Mike Rizza**
 - The committee is reviewing account balances and projections to determine when and by how much dues will have to be increased to keep the balances in the accounts at the determined minimum levels.
- **Water: Ted Hodecker**
 - We had one leak on the west side of 9N. We installed a new valve box and valves to better control water to the properties on that side of 9N.
- **Grounds/Roads: Ted Hodecker**
 - We moved large stones from the shed property to the pond area and the LGA had their contractor use them to shore up the stream bank by Mann/Graham's house to try to divert the water flow from undercutting the stream bank.
 - We have contracted to have some trees taken down on the triangle that are dead or leaning badly
 - Mike Rizza and Bob Atiyeh seeded areas that were washed out and had dying grass
 - Massood and I placed new parking signs in the areas we hope people will use for overflow parking
 - Mike and I found our property markers at the north beach and marked our property line due to the DeLarm property being sold
 - Still trying to find a place to move or get removed the large trees and stumps by the shed that have been down for years
 - On a personal note Ted would like to see the association plant new trees when we have to take down dangerous or dead ones
 - Roads survived the winter well but with all of the storms this summer we have had to purchase 2 loads of stone. Mike Rizza has graded them numerous times. We purchased a more course stone and it seems to be holding up better. When the LGA dredged the pond they tore up the parking are and we have spread stone by the pond
 - We marked some trees on the triangle lot and down by main beach to get a quote.

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- **Buildings: Ted Hodecker**
 - No problems with the shed and pump house.
 - Shed could use some minor carpentry work
 - Bob Brownlee did some cleanup of the shed

- **Docks: Ted Hodecker**
 - Docks were installed on May 30th and we utilized a new procedure due to the state COVID-19 regulations for social distancing. Docks were installed quicker than usual with no problems.
 - Dock removal date is set for October 10th but could change depending on crew availability and weather.

- **Architectural: Carol Mann**
 - Rizza's: Received application in December 2019 for a shed on the land they intended to purchase from Mrs. Ragot. Committee approved and sent to the Board of Directors for final review and approval was granted.
 - Lincoln's: The committee received an application for an 8' x 16' addition to their house. This addition is for a bathroom and storage. After the 30 day comment period which ended August 27th, the committee sent its recommendation onto the Board of Directors. The committee recommended that the Board approve the application
 - Korot: Dan Korot asked for emergency approval to replace one of the decks at his house this summer, and this request was sent on to the Board of Directors as it is not something about which this committee can make a decision, though it was also suggested that he fill out an application to the architecture committee. No application has been received to date. The Board of Directors denied the emergency repair after Bob Atiyeh and Ted Hodecker inspected repair the deck.

- **Beaches/Playgrounds/Gardens: Elizabeth Rizza**
 - Due to COVID-19 virus, we roped off the playset to avoid gatherings of children and parents. We did not put up the swings or the slide and have removed all toys.
 - The pickle ball net and volleyball nets were up, but everyone was required to bring their own equipment (paddles and balls) to utilize the courts with their own family members
 - Swim rafts were not put out for the same reason, to avoid encouraging people congregating in a confined area
 - Unfortunately we were not able to have a Duck Race this year because we draw too big of a crowd and won't be able to socially distance but, we'll be back next year.

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- Considering for another fund raiser for next year a Front Yard Mini Golf Tournament. Each family (who wants to participate) would set up a mini golf “hole” with some type of obstruction to get through. Elizabeth is working out the details but if you are interested reach out to Elizabeth with your ideas.
- The flower beds by the sign, flagpole and main beach have been planted. Katie Atiyeh is taking charge of the flower boxes on the club shed – thank-you Katie! The flowers always need watering so if you are in the mood and want to dump a couple of buckets of water on them I’m sure they would appreciate it.

- **Website/Newsletter: Mike Rizza and Jeff Rizza**
 - Need to implement a system to keep the website up to date.

- **By-Law Committee: Bob Atiyeh**

- **Entertainment Committee:**
 - Still looking for someone to volunteer to chair the entertainment committee
 - There were no entertainment events held this season due to COVID-19

- **Rental Committee: Karen Spano for Dan Ginty**
 - At the start of the summer season the board made the decision to not allow rentals due to the COVID-19 pandemic
 - On June 20th the CCVC Board of Directors revised the renting restrictions that were put in place on 05/26/2020.
 - Rentals were limited to a total of 4 rental weeks per household for the period from June 20, 2020 through August 31, 2020
 - Members were only allowed to rent to previous renters, family and friends of CCVC members.
 - The board put into place CCVC 2020 Rental Guidelines and Operating Procedures (COVID-19 form) that the member and the renter had to agree to abide by
 - Only 4 members rented (Manley, Anderson, Lincoln and Borrello)
 - There were 11 rentals for the season of which 3 were cancelled due to renters coming from states that NY required quarantining for 14 days.
 - Of the 8 rentals:
 - Manley had 2 renters
 - Anderson had 2 renters
 - Lincoln had 3 renters
 - Borrello had 1 renter
 - *As of 9/1/2020 Warren County has added a bed tax to short term rentals. It will be 4% bed tax and payable quarterly.

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- **Reasonable Accommodation Committee: Pat Dougherty**
 - Since inception of CCVC's Reasonable Accommodation policy, 4 requests have been processed, with three currently approved.
 - The approved requests have the following status (as of August 20, 2020)
 - Rick Haynes- accommodation expires June 2021
 - Phil Feldmen- accommodation expires November 2020
 - Wendy Atiyeh – accommodation expires November 2020. However because documentation of current Pesto's rabies vaccine has not been provided, the accommodation for Pesto has been suspended
 - Going through the four applications has been time-consuming. Each situation is unique and requires a great deal of communication to ensure compliance with our CCVC policy as well as the applicable laws and regulations.
 - RA's are valid for one year with renewals to commence one month prior to expiration.
 - Updates to the RA policy have been drafted and are in review. Revisions will likely be communicated prior to the spring 2021 meeting
 - In January 2020 HUD sent out a notice clarifying some of the criteria for Reasonable Accommodations for ESA's. We will be revising our regulations to meet HUD requirements.

- **Nominating Committee: Pat Dougherty, Janet Aziz and Marjie Graham**
 - Karen read slate of officers for next two years:
 - President: Mike Rizza
 - Vice President: Bob Atiyeh
 - Treasurer: Majie Graham
 - Secretary: Pat Kelly
 - Board of Directors
 - Janet Aziz
 - Pat Dougherty
 - Rick Haynes
 - Todd Lincoln
 - Karen Spano
 - A motion was made Norb Zahm to accept the slate of officers as read (as stated in above bullet). The motion was second by Chris Atiyeh. Motion passed with all in favor.
 - Mike thanked all the people who accepted the nominations

Unfinished Business

- There is no unfinished business

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New Business

- There is no new business

Additional Comments for Members:

- Dan Korot mentioned 3 times this summer there were vans and campers back by the dam and didn't look like they were part of the association. The board will look at posting no trespassing signs in the area.
- Claire Best thanked the board for their services the last couple of years.

Pat Dougherty made a motion to adjourn the meeting. Motion was second by Janet Aziz. Motion passed with all in favor. Meeting adjourned at 2:26pm

Sincerely
Karen Spano
CCVC Secretary