

“March 31, 2002

TO THE EXECUTIVE COMMITTEE OF THE PINE ORCHARD ASSOCIATION

AT THE CALL OF THE PRESIDENT, there will be a meeting of the Executive Committee on **Monday, April 15, 2002 at 7:30 PM** in the Board Room of the Association Building, 180 Pine Orchard Road, to consider the following items:

1. Financial report by the Treasurer
2. Consider Charles Shelton's letter and proposal dated December 18, 2001 regarding a fund to maintain Mirror Lake. (David Anderson from the Young Park Commission has been invited to attend and participate in the discussion.)
3. Consider naming a possible alternate to the Pine Orchard Zoning board of appeals (see attached memo dated January 28, 12002 from Arthur Knowlton.)
4. Discuss a situation concerning possible multiple dwelling units at 10 Maclean Place (see attached letter dated March 12, 2002.)
5. Discuss progress with Pine Orchard's 100<sup>th</sup> Anniversary.
6. Consider any other matter which may be brought before the meeting.

Attest: Edward Johnson, President”

Minutes of a Special Meeting of the Executive Committee of  
The Pine Orchard Association  
April 15, 2002

Attendees: Vining Bigelow, Ed Brandt, John Donegan, Dick Greenalch, Ed Johnson, Elaine Littlehales, Charles Shelton, Theresa Storer and Jeff Forbes.

Meeting called to order by Ed Johnson at 7:40 pm.

Action Items:

1. Mirror Lake Proposal

- Charles Shelton put forward a proposal for the maintenance of Mirror Lake.
- His goal was to provide a personal contribution of \$10,000 into a fund that would be used to keep Mirror Lake clean, free of algae, and duck weed.
- His proposal was contingent on the Pine orchard Association maintaining and administering the fund versus the Young Pond Commission.

- Currently Mr. Shelton is using his own funds to maintain the lake. He has attempted to work with other residents living around the lake to secure commitments for contributions for the maintenance requirements to no avail.
- Mr. Shelton has been making these individual contributions since 1994 when he was approached by Mr. David Anderson, a representative from the Young Pond commission.
- Mr. Shelton does not want to have to deal with this maintenance issue any more.
- He worked with attorneys to draft a proposal. He proposed putting \$10,000 into the fund that the Association would administer. He is very flexible in how the proposal is or can be structured. His goal is to leave this fund so that the interest funds the maintenance of Mirror Lake in perpetuity.
- The Pine Orchard Association has supported this maintenance effort twice in the past. In 1994 the Board voted 8 to 1 to approve \$500 for this effort. In 1998, the Board approved (for the last time) \$500 for this effort.
- Mr. David Anderson of the Young Park Commission explained that the commission is an arm of the Town of Branford. He informed the Board that the Commission has a very small budget. He also stated that they do not want the money, nor can they control the money proposed by Mr. Shelton.
- Mr. Anderson also informed the Board that in 1994 the Commission determined that they were not going to spend any budget dollars to maintain Mirror Lake or Young's Pond. He informed us that the charter for the Commission stated that they needed to preserved these two bodies of water in their natural state
- There was discussion regarding the vagueness of the definition of what natural state means.
- Currently the Commission has resources keeping an eye on Mirror Lake on an annual basis. This resource is an expert in the area, Mr. Busby.
- Mr. Anderson informed us, and Mr. Shelton agreed that this growth issue does not happen every year and when it does it is usual only for 4 months.
- Mr. Anderson detailed the activities of Mr. Busby should a growth be detected and the procedures that are followed to take immediate action. He did point out his concern that Mr. Busby's services are on a volunteer basis. Once he is required to act, the funds are released from Mr. Shelton's contribution to cover the incurred costs, i.e. applications, overtime, chemicals, etc.
- There was a lot of debate on the Association's liability exposure if the Association were to administer the fund. There was also discussion about how the Treasury would deal with the money.
- Mr. Shelton informed us that he had sought legal council to explore all options and ramifications associated with his proposal and that there were no liability issue.
- John Donegan concurred with Mr. Shelton's position in that there was no real risk with any sort of liability exposure. His only caution was in how the money is earmarked and who has the authority to spend it. He felt the Association's risk would be greater if the allocation of these earmarked funds required board meeting approval. He recommended that these funds be automatically allocated to the maintenance of Mirror Lake when required.
- Dick Greenalch and Mr. Anderson commented that the Young's Pond Commission would not have any problem with Mr. Shelton's proposal.
- Discussion around the table indicated that most board members were in support of Mr. Shelton's proposal.
- Mr. Anderson urged that Mr. Shelton contribute some more funds than the proposed amount because of the increasing cost of the maintenance procedures.

Action Item: Ed Johnson, Dick Greenalch, Vining Bigelow and Charles Shelton to work to finalize the language and proposal structure for the Mirror Lake Proposal.

Motion: Ed Brandt made the motion to make this Mirror Lake proposal work for both Mr. Shelton and the Association. Theresa Storer seconded. Unanimously approved.

## 2. Financial Report – Dick Greenalch

- Tax collections are very close to budget. Only 5 delinquencies. Working to resolve.
- No shortfall on receipts.
- Budget \$88,200 vs. Actual \$78,800
- Cash Balance @ \$106,695
- Insurance has been paid
- Disbursements: Under on Security, Waterfront, Legal & Zoning, Insurance, although concerned about rising rates.

## 3. Decision on Alternate Zoning Board Member

- Reviewed letter from Arthur Knowlton regarding his recommendation of John Dendas, Jr. as an alternate on the Zoning Board of Appeals.
- Discussion amongst Board regarding Mr. Dendas' credentials and willingness to serve.
- Motion made by Ed Johnson to approve Mr. Dendas for this position. John Donegan seconded the motion. Unanimously approved.

## 4. Decision on Reappointment of Kathleen Greenalch to another 5 year term on the ZBA

- Ed Johnson made a motion to reappoint Mrs. Greenalch to the Zoning Board of appeals for another 5 year term. John Donegan seconded. 8 votes for, 1 abstention.

## 5. Discussion Addressing the Multiple Dwelling Units on 10 McLean Place.

- Reviewed the letter sent by Katharine Forbes of 10 Waterside road regarding the issue of multiple dwelling units at 10 McLean Place.
- Mr. Johnson stated that this has been a long-standing issue and has been raised by a number of surrounding property owners.
- Mr. Johnson stated that a certified letter had been sent to the property owner requesting a response to the Association's issues. To date there has been no response from the property owner.
- Mr. Johnson also pointed out that recently the Assessors denied the building in the back of the property.
- Board members pointed out that there are 4 tenants residing at this property not including the owner who is also there
- Concerns were raised in the areas of parking density issues and precedent for other individuals to convert to multi-family dwellings.
- Mr. Greenalch pointed out other situations in the past where requests were made for this type of accommodation that was denied by zoning.
- Theresa Storer stated that we should investigate whatever remedy possible to aggressively solve the situation.
- Mr. Greenalch pointed out that the Association should engage the Town of Branford to add clout with enforcement.

Action Item: Ed Johnson is to evaluate and report actions to rectify this situation by next board meeting.

## 6. Miscellaneous Items.

- Anniversary Book
- Elaine Littlehales reviewed a solution the for Pine Orchard Association's anniversary book
- Review that it would take @ 2 months to make the book for a run of @500copies. The @ cost would be \$15,000.
- Discussion amongst board was that there was interest and for more investigation to be done on costs.

Action Item: Elaine Littlehales to secure more detailed costing information on the manufacturing of the Anniversary Book. In addition, a budget for the anniversary celebration needs to be determined.

- Trailer Issue
- Ed Johnson informed the Association that the fire Department Chief had committed to removing the trailer now residing in the parking lot at the Association offices by April 1<sup>st</sup>.

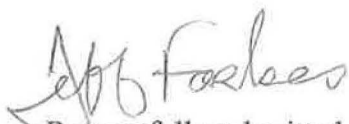
Action item: Ed Johnson to follow up with Fire Chief to secure removal of trailer.

- Change in Ownership for Lawn Mowing
- Ed Johnson asked Ed Brandt to assume responsibilities for lawn mowing and landscaping of the Association's locations. Ed Brandt accepted.
- Annual Picnic
- Kathleen Greenalch and Betty Ann Donegan to coordinate. No other action required.
- Security Contract
- Theresa Storer informed the Board that there is another company interested in bidding on the security contract for the Association.
- Mark Schacter, a small security services company, has approached the Association regarding his proposal and pricing structure.
- Discussion revolved around the depth and breadth of his organization and their capabilities.
- It was recommended that we extend the current security contract with the existing company until the end of the fiscal year. At that time the Association would revisit the contract and the viability of a bid process.
- Dick Greenalch made a motion to continue the existing contract with Professional Security at the same terms and conditions through the end of September. Jeff Forbes seconded it. Unanimous approval.

7. Next Board Meeting will be held on June 3<sup>rd</sup>, dealing with next year's budget, setting the mill rate, and slate of nominees.

- Ed Johnson made a motion to appoint Seward & Monde to conduct the Pine Orchard Association's annual audit. Ed Brandt seconded the motion. Unanimously approved.

The meeting was adjourned at 9:44 PM



Respectfully submitted,  
Jeff Forbes, Recording Secretary

"May 29, 2002  
Pine Orchard, Connecticut

TO THE MEMBERS OF THE EXECUTIVE COMMITTEE OF THE PINE ORCHARD ASSOCIATION:  
AT THE CALL OF THE PRESIDENT, there will be a special meeting of the Executive Committee on **Monday, June 3, 2002, at 7:30 PM** to consider the following items:

1. Financial Report by Treasurer
2. Set Annual Budget for 2002-2003
3. Set mill rate to support budget
4. Set Annual Meeting date
5. Consider four candidates for Executive Committee, terms 2002-2005.
6. Discuss progress with Pine Orchard's 100<sup>th</sup> anniversary
7. Consider any other matters which may be brought before the meeting.

Attest: Edward Johnson, President"



MINUTES OF A SPECIAL MEETING OF THE EXECUTIVE COMMITTEE  
OF THE PINE ORCHARD ASSOCIATION

June 3, 2002

President Ed Johnson called the meeting to order at 7:35 PM. Also present were: Joe Sepot, John Donegan, Teresa Storer, Dick Greenalch, Ed Brandt, Charles Shelton, Vining Bigelow, and Elaine Littlehales.

Treasurer Dick Greenalch distributed a financial report which showed that we will be ending the year close to \$14,000 under budget rather than the \$32,000 planned. One reason was the mild winter did not generate any sizeable waterfront repairs. There is approximately a \$100,000 cash balance. He then distributed copies of a proposed budget for the 2002-2003 year based on a Grand List assessment of \$83,100,000 @ .6 mils.

During the discussion, he noted that we are earning less on the funds in savings since interest rates are so low now. He recommended an increase in insurance as all insurance rates are going up. The question was raised as to whether or not the ZBA was covered in the general board liability policy, and if any non-board committee members were covered as well. He will check with the insurance company to make sure.

Suggested Maintenance/Improvements to the building for the coming year were sealing driveway (\$2,000), painting building (\$4,600). Replace garage door (\$650), replace rotting wood trim (\$ 1,000) and major cleanup and landscaping. There was general agreement and recommendation to raise the budget line for Maintenance from \$4,500 to \$5,500, and Improvements from \$3,000 to \$8,500.

Discussion of the 100<sup>th</sup> Anniversary celebration, a "yearbook" and perhaps a party resulted in giving it a place of its own in the budget and calling it "100<sup>th</sup> Anniversary Celebration, to indicate that it is a one-time only expense. It was moved and seconded that the budget be approved as amended; passed with 1 opposed and 1 abstention. It was then moved and seconded that the mil rate for the coming year be set at .6, the same as last year; passed unanimously.

Proposed Budget 2002-2003

Receipts

Taxes	\$49,860
Other	6,000

Disbursements

Security	42,000
Shorefront Repair	10,000
Legal/Zoning	2,000
Insurance	9,500
Office/General	6,000

Building Maintenance

Maintenance	5,500
Improvements	8,500

100 Anniversary Celebration	<u>15,000</u>
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\$98,500

Estimated Cash Balance 6/30/03 \$60,460

The Annual Meeting was set for July 8, 2002 at the Pine Orchard Union Chapel at 8:00 PM, at which time Chairmen will give annual reports. Ed will arrange with Nancy Wheeler for the use of the Chapel and the key.

The Nomination of new Board members was discussed. Ed Brandt, John Donegan, and Teresa Storer all agreed to run for another 3-year term. Lois Jacob declined and a number of names were proposed to replace her. After discussion, the Board agreed to let Ed Johnson contact Viviane Briggs, Mary Jo Brownell, and Barbara Colley, in that order, to see if any one of them would be interested in serving on the Board.

It was brought up that there were a number of cars parking in the lot at Young Pond Park after hours, and some evidence that fires had been set up in the woods. Teresa Storer will ask the Security patrol to pay attention to cars there after dark, take license numbers, and call the Branford Police if there is further evidence of fires.


Elaine will check the list of volunteers for help with the 100<sup>th</sup> Anniversary; Robin Dwyer and Lisa Platt were both suggested.

The Shelton Endowment of Mirror Lake was brought up briefly. A new version has been drawn up and other suggestions made. The Board agreed to let the Committee make the final decision, as we are agreed in principle.

There has been no further action on the misuse of property on McLean Place although the property owner agreed to get back to us shortly. The Town Assessor was denied access to one of the buildings. Mr. Cerritto, when asked to remove the numerous boats from his property, promptly did so. The garage at the Association Building has been rented for two months at \$125 per month.

The meeting was adjourned at 9:30 PM

Respectfully submitted,



Elaine Littlehales, Acting Secretary

“June 18, 2002

TO ALL PROPERTY OWNERS QUALIFIED TO VOTE AT THE ANNUAL MEETING OF THE PINE ORCHARD ASSOCIATION\*

The **ANNUAL MEETING** of the Pine Orchard Association will be held in the Pine Orchard Union Chapel, Pine Orchard, Connecticut on **Monday, July 8, 2002 at 8:00 PM\*\*** for the following purposes:

1. To elect by ballot four persons to serve on the Executive Board for a term of three years from the date of their election. The Nominating Committee of the Executive Board proposes the following for three-year terms:

Ed Brandt, Viviane Briggs, John Donegan, and Teresa Storer.

Other nominations will be accepted from the floor. **However**, such nominees should have expressed to their nominators their willingness to serve.

2. To hear brief Committee reports on the activities of the past year.
3. To transact any other business within the power of the meeting which may be brought before it.

Attest: Edward Johnson, Jr., President  
Elaine Littlehales, Clerk”

FINANCIAL SUMMARY

	2001-2002 Budget	2001-02 Estimated Expenses	2002-2003 Budget
Police	\$45,800	\$40,500	\$42,000
Waterfront	10,000	10,050	10,000
Legal/Zoning	2,500	479	2,000
Insurance	7,500	8,223	9,500
Office/General	8,400	5,600	6,000
Ass'n Building			
Maintenance	8,000	3,500	5,500
Improvements	6,000	2,642	8,500
100 <sup>th</sup> Anniversary Celebration	----	-----	15,000
<b>Total</b>	<b>\$88,200</b>	<b>\$70,994</b>	<b>\$98,500</b>

Cash Balance 6/6/02 - \$100,000 approximately  
 Grand List 2001 - \$83,100,000     0.6 mill rate set for the 2002-2003 Fiscal Year

- \*Those 18 years of age or older who own real estate within the limits of said Pine Orchard Association  
 (see Section 4 of By-Laws)
- \*\* As long as a quorum is present, the meeting starts **promptly** at 8:00 PM

**The Pine Orchard Association Annual Meeting Minutes for July 8, 2002**

Ed Johnson called the meeting to order at 8:07 pm. The board members present were Joe Sepot, Elaine Littlehales, Dick Greenalch, Charles Shelton, John Donegan, Vining Bigelow, Teresa Storer, Ed Brandt, and the recording secretary Jeff Forbes.

A motion was made to dispense with the reading of the minutes of the last meeting by Ed Johnson. The motion was seconded by Ed Brandt, and was unanimously supported by the floor.

Item 1: on the agenda for discussion were the nomination of executive board members and the re-election of Executive board members. There were 4 slots in question. 3 of the 4 currently serving board members expressed interest in running for re-election. Lois Jacobs has decided to resign her position. The remaining board Members who were up for re-election were Ed Brandt, Teresa Storer, and John Donegan. Ed Johnson had requested that Vivian Briggs' name be considered for nomination to the board to replace Lois Jacob. The Association membership was polled for nominations from the floor. Charlie Ely nominated Mike Platt of McLean Place. Gail Standish of Island View Avenue seconded this nomination. Mike Platt's name was entered into the nomination process. The Association was then asked to vote for board Members with the votes to be totaled by Kathy Greenalch, Earl Carlin and Jeff Hotz. Vivian Briggs, John Donegan, Teresa Storer and Mike Platt were elected. Vivian Briggs was invited to join the Board Members at that time; Mike Platt was absent.

Item 2: on the agenda was the review of the committee reports. Vining Bigelow provided an update on the WATERFRONT. He cited 6 major access points that are of concern. They are Selden Avenue, Spring Rock Road, Crescent Bluff Avenue

*Corrections to these minutes made at the August 12, 2002 Board Meeting ELL*

*Pages 111 + 112 destroyed. Ell*

Halsted Lane, Chapel Drive, and Waterside Road. 2 major issues were addressed this year. The safety railing and gate were repaired and replaced at Selden Avenue. Also the breakwater access point sidewalk at the end of Island View Avenue was repaired. Other than those 2 actions there were no other major issues. The mooring situation was also reviewed. Out of the available moorings on the breakwater available for association use, only 5 are spoken for. Theresa Storer provided an update on SECURITY. The major topic reviewed was the existing contract that is in place with Professional Security. She reviewed the survey process that led to the existing contract where 281 surveys were sent out to the Association. 163 were returned with 91 for the service, 54 against, and 19 with no opinion. The contract is currently up for renewal. The coverage hours for the Professional Security team are 41 hours in the summer and 35 hours per week in the winter. The topic now requires discussion and decision as to the renewal of the contract. Ed Brandt reviewed BUILDING MAINTENANCE. He reported that the Association building is clean and functional. He indicated that some minor cosmetic work will be required to address some rot and some painting will be required to make the building look presentable. Joe Sepot the ZONING Enforcement Officer reviewed the zoning statistics. He indicated that 21 applications for zoning were approved, 5 were denied, and 7 projects were completed. He also pointed out that the cost for a zoning application of \$25.00 was going to be maintained. Charlie Shelton who is the Chairman of the PLANNING Committee reviewed the Associations involvement and stance with regard to the proposed Islander East Pipeline. He reviewed the chronology of activities to date. This has included attending all of the meetings, drafting the associations response, sending it on to the Blue Ribbon Panel for the town of Branford, sending it on to the Siting Commission, <sup>BY LAWS CHAIR</sup> sending it on to FERC, and sending it to the other associations neighboring Pine Orchard. John Donegan the associations ~~in-house counsel~~ had no issues to report. Lastly, Dick Greenalch our treasurer reported the FINANCIAL position of the association. He distributed the financial audit and budget proposed to the Association. Each line item was reviewed and discussed. It was pointed out that the mil rate would be kept the same at .6m. It was pointed out that this coming fiscal year we would see more disbursements than collections and as a result our cash position would be reduced from 95,000.00 to @50,000.00. In addition, it was speculated that taxes would likely increase. The amount of the increase cannot be determined due to the reassessment.

Item 3: of the agenda was the open discussion for the Association members.

*Kelly Brownell of Brandegee Avenue raised several questions with regards to the security arrangement with Professional Security. He pointed out that the dollars spend on this service seem high and that for this service we should be seeing a marked increase in value. His question was what statistics does the Association have that validate their value and worth? He also asked is it worth trying it without Professional Security services? Lastly he advocated another survey of the Association on this security topic.* Theresa Storer responded that there were no statistics provided by Professional Security on their performance. She also stated that the idea of another survey could be considered if the Board has a sense that the Association majority was in favor of it.

*Kathy Mayceen of McLean Place asked the question whether the current security contract was in place during the various robberies in 2000.* Theresa Storer responded that the contract was not in effect at that time. Ed Johnson reviewed the issues with regards to the Branford Police and the difficulties in negotiating with police union that led to the contract with Professional Security.

*Charlie Ely of Island View Avenue wanted to confirm that the only powers that the Professional Security guard has is that they can call in a report to the Branford Police. It is his belief that this is a lot of money for an organization that has very little power.* Theresa Storer responded by confirming that Professional Security can only radio in incidents and has no arresting or ticketing authority.

*Jackie Huang of Brandegee Avenue made a statement that they have issues on a reoccurring basis with unauthorized parking near their property. She stated that Professional Security has had a positive effect on minimizing the illegal parking and the loitering that goes on down on the breakwater. She stated that the personnel of Professional Security have been helpful, proactive, and responsive. She feels that this is the next best alternative to the police.*

*Sybil Ford of Island View Avenue asked a question that there should be a show of hands by the Association members present on whether we should vote at this meeting on whether we should keep or maintain this security service.* Ed Johnson stated that he did not feel this was a good idea because the small number of Association members present and any poll should be a formal survey.

*Greg Sachs asked if we have gone back to the Branford Police Department to see if they have changed their minds as to the Pine Orchard Associations request for police services?* Ed Johnson responded that we are in constant discussion with them, however, there has been no softening of their position. Theresa Storer pointed out that we could have police services but it will cost between 90-100K.

*James Kaiser of Pine Orchard Road asked what, if anything, has been done to reduce speeding? He cited that it is a major problem and that if not addressed would have negative consequences.* Ed Johnson stated that the speeding issue has been a reoccurring issue. He reviewed some of the local homeowner's efforts last year. This was an effort where critical



locations were identified for speeding signs, stop signs, and speed limit signs. This was presented to the town and the police for review and consideration. This effort met with little or no success due to supposed state ordinances. He suggested that property owners continue their efforts to document and we can raise the issue to the police again.

*Brian Coffey of Island View Avenue pointed out that he felt that Sybil Ford's question had merit and required consideration. He felt that the board should not dismiss it and should act on it. He proposed that we have a show of hands from the Association members as to whether we should re-survey the members before renewing the security contract. He felt that if we can elect officers to the board we certainly could decide whether a survey could be sent out.* Ed Johnson debated this issue with Brian and articulated that we would not be using this forum to survey the Association on this issue.

*Lisa Kaiser of Pine Orchard Road asked how Professional Security was held accountable if we don't get any reports or records? She also asked is there anyway that a homeowner could contract Professional Security directly from their home?* Theresa Storer pointed out that we do get call log reports that we review as a basis of evaluating their performance. In addition, she stated that she solicits feedback from people she talks to regarding their performance. As contacting Professional Security directly, she stated that you should call the Branford Police.

*Don McDonald of Blackstone Ave. asked if the Professional Security people carry cell phones and can we get that number?* Theresa Storer said that they do carry cell phones and that she can get the number and distribute it.

*Charlie Ely of Island View Avenue asked if we could secure more one way signs to stop the wrong way traffic in the Island View area?* Ed Johnson directed Charlie to assemble a neighborhood document with requests and submit it to him. He will carry it forward.

*Kathy Mayceen of McLean Place stated that some of the one way signs are in the wrong place. She offered to show Vivian Briggs in order to educate her on the current locations. She asked what could we do to get them repositioned?* Ed Johnson asked that Kathy and others who raised issues with signage and placement to unify their efforts and draft a document so we can present a unified front to the Branford Police.

*Pat Kaplan of Spring Rock Road asked who put up the no parking sign at the end of Spring Rock Road?* Ed Johnson answered that the Pine Orchard Association did not place it there. *She also asked what is the process to place a kayak launching facility at the end of Spring Rock Road? She wanted to know how to proceed on this topic?* After some debate it was determined that the Board was not sure on what the exact process would be. Ed Johnson asked that Vining Bigelow take this responsibility to explore and get an answer back to Pat.

*Earl Carlin of Totoket Road asked that the Association donate 1K to the Pine Orchard Chapel Association in appreciation for all of their contributions and support over the years.* Ed Johnson indicated that the Pine Orchard Association has already made donations to the Chapel Association and at the current time did not feel that anymore would be required.

*Brian Coffey of Island View Avenue repeated his point about requesting a vote on the earlier request for a vote on the survey regarding the security arrangement. He felt a vote was in order because there was no clear-cut consensus as to which way the attending Association members felt.* Ed Johnson denied this request and felt that the issue had been addressed.

*Kathleen Greenalch of Yowago Avenue announce that the Pine Orchard Association annual picnic was going to be held the Sunday following Labor Day, September 8<sup>th</sup> at Young's Park. She is looking for volunteers.*

*Karen Wies of Thimble Farms raised the issue of children jumping off of Elephants Rock into Long Island Sound. She cited several incidents where she stopped children from jumping. In many cases she pointed out that the kids were very young, not aware of the tidal conditions, and in all likelihood unable to clear the rocks below. She wanted to make parents aware that this is a very dangerous location and could have very negative consequences.*

*Ed Johnson of Sunset Hill announced that Bill Baskin of Club Parkway was resigning his position as secretary of the Zoning Board of Appeals after many years. He cited Bill's service and efforts over the years and thanked him for his contributions.*

*Elaine Littlehales of Spring Rock Road discussed the 100<sup>th</sup> anniversary celebration for the Pine Orchard Association. She indicated that she would like to publish a book that chronicled the history. She is looking for help. Specifically, she requested old pictures, photographs, and paintings that could be used to assist in developing the content. In addition, she is soliciting celebration ideas for the June 2003 event.*

*Gail Standish of Island View Avenue raised the issue of the deterioration of the 3 jetties in front of the Redden's home and their collateral effect on the beach. She pointed out that she had done some research on the issue and had spoken to several experts who indicated that if these jetties were rebuilt there would be a positive result on the beach with the sand reappearing. Here question was what can we do to repair these and are their consideration to do so.* This issue was not addressed.

*Charlie Ely of Island View Avenue asked that the notice for the annual meeting be distributed sooner in order to give Association members more time with which to plan to attend.* Ed Johnson agreed to do so.

*Kathy Forbes of Waterside Drive asked what action and follow up had been taken on the numerous complaints regarding the multi-tenant dwellings on McLean Place. She pointed out that in the last 6 meetings this issue has been*

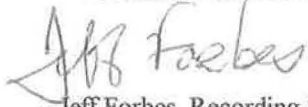
brought up and there has been no action. She asked that action be taken. Ed Johnson and Joe Sepot said that they have sent letters to the property owner with no response. They asked that the issue be documented again.

*Ed Johnson discussed several reoccurring issues that have been raised. The first was that of the hedges and their height and upkeep. He pointed out that there is no enabling legislation to mandate compliance. In essence there is nothing that can be done. He prevailed upon neighbors to practice the good neighbor policy and seek compromise. The second issue he addressed was the issue of views with buildings and structures. He cited that there are no ordinances that regulate views. He stated that zoning could regulate variances and force lot conformity. He once again stress the good neighbor policy and asked residents to be considerate to peoples views and rights to modify their homes. Lastly, he addressed the issue of lighting on homes and its impact. He cited that Branford does have an ordinance with regards to lighting that prohibits lighting from extending over a homeowner's property line. He asked that people be sensitive to light pollution and attempt to minimize the impact by re-evaluating their current lighting configurations.*

*Earl Carlin of Totoket Road pointed out that the Town does have an ordinance with regards to hedges and street corners with vegetation. He asked that this be looked into.*

A motion was made to adjourn the meeting at 9:33 pm by the Association members. Ed Brandt seconded that motion.

Respectfully submitted,



Jeff Forbes, Recording Secretary

“July 17, 2002

TO THE EXECUTIVE COMMITTEE OF THE PINE ORCHARD ASSOCIATION

AT THE CALL OF THE PRESIDENT, there will be a meeting of the Executive Committee on **Monday, August 12, 2002 at 7:30 PM** in the Board Room of the Association Building, 180 Pine Orchard Road, to consider the following items:

1. Financial report by the Treasurer
2. Consider and vote on replacement for Janice Gruendel who has resigned from the Executive Board.
3. Consider and vote on replacement for Bill Baskin, Jr. who has resigned as Secretary of the Zoning Board of Appeals.
4. Review of matters that were brought up and discussed at the July Annual Meeting.
5. Consider any other matter which may be brought before the meeting.

Attest: Edward Johnson, President”



# Pine Orchard Association Meeting Minutes for August 12, 2002

August 7, 2002

Ed Johnson called the meeting to order at 7:31pm. The board members present were C. Shelton, D. Greenalch, T. Storer, E. Littlehales, J. Donegan, M. Platt, V. Briggs, J. Forbes, and V. Bigelow.

Item 1. Minutes Review from Annual Meeting. E. Johnson raised the issue of board member nominations and notification at Annual Meeting. Wanted to modify the process of announcement of winners of board election to announcing only the top four vote gatherers. The intent was to avoid any embarrassing situations. This was agreed upon. Secondly, E. Johnson suggested modifications in the minutes with regards to formatting. It was determined that these would be presented to E. Littlehales for incorporation. Lastly, it was determined that V. Briggs would assume the role of recording secretary.

Item 2. D. Greenalch delivered the financial report. 80% of the taxes had been collected. Disbursements were modest. Insurance bills paid. The insurance policy on the old police car was cancelled. Discussed options on what to do with the old police car. It was determined that we should explore two donation options, either a charity or school. E. Johnson is to investigate. The association has 128K cash balance and the goal is to reduce this to not less than 50K. There is current summer rental income of \$125.00 per month for the garage. Thirty-six second notices on taxes were sent out.

Item 3. Vote on J. Grundel's board replacement. D. Greenalch nominated E. Brandt to complete J. Grundel's term. E. Johnson seconds the nomination. E. Brandt has stated a willingness to serve. Vote to approve is unanimous.

Item 4. Vote on B. Baskin's board replacement for the Zoning Board of Appeals. E. Johnson nominates R. Zimmerman. Cites his legal experience and recommendation by B. Baskin. D. Greenalch seconds the nomination. Vote is unanimous.

Item 5. Review of the outstanding items from the Annual Meeting. A) Contract for Professional Security Services. The contract was executed and the agreement will run through June 30 of 2003. It was determined that the membership would be surveyed in the spring of 2003. The reason for this was due to the size of this contract in relationship to the annual budget. The security contractor is providing activity reports and has made their cell phone number available. B.) Kayak ramp on Seldon Ave. It was determined that the association member who had made the suggestion was going to be asked by V. Bigelow to provide recommendations and estimates on what they were recommending for Board review and consideration. C.) Non-conforming Property on McLean Place. It was determined that there is some action that can be taken to rectify this situation. A cease and desist order is a vehicle that could be used on this non-conforming property which has an associated fine of \$250.00 per day. J. Sepot is to address. D.) Documentation. It was determined that Pine Orchard Association Zoning Regulations need to be re-printed. M. Platt will work with E. Littlehales to convert these documents.

Item 6. Long Range Planning Update. C. Shelton advised and briefed the board on the impending project in the Fairways Project property bordering Pine Orchard. This project proposed the construction of 268 condominiums to be constructed in multiple phases and an executive golf course. Public hearing is on September 5<sup>th</sup>. T. Storer cited her concern about the Pine Orchard Associate taking a stance with this project. E. Johnson wants the long range planning committee to analyze the situation. Inland wetlands have approved this proposal. This proposal has been scaled back from the original proposal of 298 units. T. Storer believes Pine Orchard residents who want to voice their opinion on this subject should attend the hearing as individuals. The major concern discussed was the traffic ramification. It was suggested to send a notice to all Pine Orchard Association taxpayers making them aware of the hearing and the impending project. T. Storer made a motion for E. Johnson to send out a one-page newsletter summarizing the annual meeting and include a notice of the upcoming ~~Cosgrove~~ **FAIRWAYS** project. E. Littlehales seconded the nomination and it was unanimously approved.

Item 7. Shelton Endowment Agreement for the Mirror Lake Maintenance and Prevention. This would be administered through the Young Park Commission. J. Donegan, D. Greenalch, E. Johnson, and V. Bigelow finalized this agreement. E. Johnson executed the agreement. Charlie Shelton paid \$10,000.00 to D. Greenalch this evening.

Item 8. Pine Orchard's 100<sup>th</sup> Birthday Celebration. Mike Platt was named to chair the committee responsible for this event.

Item 9. Zoning Issue at Yowago, Selden, and Ozone. E. Johnson updated the board on the issues surrounding the zoning application in this area of Pine Orchard for awareness purposes.

Motion to Adjourn made at 9:41 pm by board members.

*amended 5/15  
EJH*

Respectfully submitted, Jeff Forbes, Recording Secretary