

April 17, 2003  
Pine Orchard, Connecticut

TO ALL MEMBERS OF THE EXECUTIVE BOARD:

At the call of the President there will be a meeting of the Executive Committee of the Pine Orchard Association on **Monday, April 28, 2003, at 7:30 PM** in the Board Room of the Association Building, 180 Pine Orchard Road to consider the following:

1. Approve the minutes of the previous meeting
2. Hear the financial report from the Treasurer
3. Discuss the security survey/questionnaire and current/proposed contract with Profession Security Co. (formerly Dale)
4. Review the possible upcoming vacancies on the Executive Board
5. Discuss the 100<sup>th</sup> Birthday celebration
6. Address any other matter than may come before the Board

Attest: Ed Johnson, President"

Pine Orchard Association Meeting of the Executive Committee  
April 28, 2003

The meeting was called to order at approximately 7:40 by the president. Present were: Edward Johnson, Jr., President; Elaine Littlehales, Clerk; Richard Greenalch, Treasurer; Edward Brandt, John Donegan, Michael Platt and Joseph Sepot.

Minutes of the prior meeting

The minutes of the prior meeting were approved as amended to include the recommendations of Mr. Donegan to: Reduce the cash held from \$128k to "not less than \$50k." This was a wording change to clarify the intent. Change the reference to the "Cosgrove properties" to the "Fairways project."

Treasurers Report

Mr. Greenalch reported that income and expenses were tracking as planned through April. As POA operates on a cash basis some items planned for the current year might not be billed and paid within the fiscal year ending June 30<sup>th</sup>. The painting of the POA building (\$4,500) and the anniversary book (~\$10,000). Three people have not paid taxes resulting in liens on their property. The Mirror Lake Fund has been collecting interest and is approximately \$10.1k now with no indication that any funds will be needed this year. The Association has three CD's totaling approximately \$96.4k.

Budget meeting

The next meeting of the Board was set for May 27<sup>th</sup> at which the budget for the next fiscal year will be prepared.

### Professional Security

Mr. Johnson opened the discussion pointing out that the contract is up for renewal at the end of June. It had been agreed that the constituency should be polled again to decide if we should continue providing additional security. The survey does not specify that it has to be provided by the current supplier.

Mr. Brandt expressed strong feelings that we should not have to purchase additional security because the town is obligated to meet our needs. He was countered by several who point out that the town patrols only the main streets, not the side roads and dead ends.

Mr. Donegan raised the question of how to interpret the results of the survey. If 40% favored additional security should we continue or should we be bound by a majority?

Ms. Littlehales noted that we have not received a report from the patrols of Professional Security since September. Consequently it is hard to demonstrate the added value.

The survey will be sent as quickly as possible with the objective of reaching a decision before the contract expires.

### Members of the POA Board

The terms of four Board members will expire this year. They are: Edward Brandt, Jeffery Forbes, Richard Greenalch and Edward Johnson. Michael Platt noted that his house was, "on the market" and if sold would mean he would have to leave. Ed Johnson informed us that Teresa Storer had expressed interest in leaving the Board.

Mr. Johnson volunteered that he would stand for re-election if asked. He then asked Brandt and Greenalch who also agreed they would stand. At the May meeting a slate will be developed to be proposed for election.

### 100<sup>th</sup> Anniversary

The celebration dates are July 5<sup>th</sup> and 6<sup>th</sup> and will be centered at the Chapel. Serving on the committee are: Elaine Littlehales, Michael Platt, MaryBeth Canavan and Betty Ann Donegan.

The plan is to have exhibits of the history of PO at the Chapel with games for the children from about 10 to 5 on Saturday followed by a presentation of the history by Jane Bouley from 7 to 8 if she is available.

Sunday the exhibits would remain open part of the day and the event would conclude with a picnic supper. The committee is exploring having a lobster bake instead of the usual hamburgers and hot dogs.

A booklet on the history is in process, which will feature a collection of postcards. Mr. Platt showed us a sample binder and gave us a preview of the pictures. His estimate is the book will cost \$10 to \$13 per copy for 500. It is proposed one copy be given to each family and the remainder will be sold.

By the POA constitution, the annual meeting will be Monday July 7<sup>th</sup>.

### Maintenance of the Building

Mr. Johnson asked Mr. Brandt if the building needed painting as discussed. Mr. Brandt said yes and that an estimate had been obtained from R. A. Torrey to power wash, prepare the surfaces and paint last fall. The Board authorized Mr. Brandt to spend up to \$4500 for this.

Mr. Johnson, there being no further business, asked for a motion to adjourn, which was made by Mr. Donegan, seconded and approved.

Respectfully submitted.



Edward T. Brandt, Jr.  
Acting Secretary

“May 7, 2003  
Pine Orchard, CT

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 **TUESDAY, May 27, 2003 at 7:30 PM** in the Board Room of the Association Building, 180 Pine Orchard Road, to consider the following:

1. Approve minutes of previous meeting
2. Review and approve budget for 2003/2004
3. Set mill rate to support budget
4. Results of Security Survey
5. 100<sup>th</sup> Birthday celebration
6. Any other matter that may come before the Board

Attest: Ed Johnson, President”

Minutes of the Pine Orchard Association Meeting  
May 27, 2003

The meeting was called to order by President Johnson at 7:38PM with the following present: Michael Platt, Teresa Storer, Vivian Briggs, Richard Greenalch, John Donegan, Edward Brandt, Joseph Sepot and Vining Bigelow. Elaine Littlehales joined later.

The primary goal of this meeting is to establish the tax rate for the next fiscal year.

**Security service**

As security service represents the most significant item of the POA budget it was necessary to deal with the decision on continuing service before working on other budget items.

Teresa Storer summarized the results of the survey. Of the 280 homes taxed for the service 83 responded that the service should be continued and 53 negatively. Although the affirmative votes amount to only 31% of the population the Board voted 8 to 1 to continue the service.

We expect the cost to increase about 3% for the next fiscal year.

**The Grand list**

The grand list of assessments of properties in Pine Orchard as prepared by the Town of Branford and modified by the Association Clerk, Elaine Littlehales was circulated to the members. The new list will total \$177,798k and is close to double the previous list.

It was agreed that this new list, though being contested by a number of property owners represents the only basis available to the POA for assessing taxes and must be used.

## **Budget for the next fiscal year**

### **Disbursements**

Treasurer Richard Greenalch circulated the proposed budget which was reviewed by item.	
<u>Security service</u> was accepted as proposed	\$43.5k
<u>Shorefront repair</u> at Brown's Point is necessary at the seawall. Final estimates have not yet been received but are expected to be higher than a normal year of \$10k and thus were increased.	\$15.0k
<u>Legal/Zoning</u> was accepted as proposed	\$ 2.0k
<u>Insurance</u> will be lower next year because no patrol car will be operated. This item was accepted as proposed.	\$ 7.5k
<u>Office/General</u> was accepted as proposed.	\$ 6.0k
<u>POA Building</u>	
<u>Maintenance (Utilities)</u> was accepted as proposed.	\$ 5.5k
<u>Improvements</u> were reduced. The major item will be the repainting Which has been contracted at \$4.3k	<u>\$ 6.0k</u> \$11.5k
<u>Anniversary</u> no expenditures were made in the current fiscal year and this item Was carried over as proposed.	\$15.0k
This expenditure will include preparation of a booklet about the area and subsidy of the dinner for 200 people at the celebration.	
Total budget	\$100.5k

### **Revenues**

#### **Minor Revenues**

— Rentals (garage space) was accepted as proposed	\$ 3.2k
— Other (interest & zoning fees) was accepted as proposed	\$ 3.3k
Subtotal	\$ 6.5k
Major Revenues (tax for next fiscal)	\$ 71k

The POA Board established the goal in 2001 to reduce the cash balance, which had accumulated from taxes raised to pay for police security. The concept was to lower the cash to approximately \$50k and then maintain that level. The current fiscal year is projected to bring the cash to \$88.0k.

With this background, the treasurer proposed that the plan should reduce the cash balance by \$29.0k leaving cash of \$59.0k. This would require tax revenues of \$71.5k, which could be generated with a mil rate of 0.4. With minimal discussion this was approved.

### **Traffic and signage**

Vivian Briggs provided a written summary of traffic and signage (attached) requests she has received. Discussion was held and it was agreed that we could improve the one way marking at Chapel and at McLean. The rusty old street signs on Island View probably should be upgraded. As signage is all under control of the town it was agreed that the Association would pursue this with the Town.

Traffic speeding on Elizabeth/ Pine Orchard was discussed. Residents have proposed placing stop sign at intervals to control the speed. Ed Johnson reminded us that the Town and State have taken the position in the past that stops signs are not to be used for speed control, but we would again look into it.

### Shoreline Green Trail

We have received a request to allow access over the POA property for a portion of the trail. We will determine if POA or the Town actually control the use of the property. We will also ask for how the trail will be constructed. (just a cleared path or improved by paving etc.)

### Annual Meeting

Ed Johnson reminded those who have specific responsibilities (security service the POA Building, etc) to be ready to report at the annual meeting.

### Auditors

A motion was made seconded and passed to have Seward & Monde audit the financials of the POA prior to the annual meeting.

The meeting was adjourned at approximately 9:45.

  
Edward T Brandt, Jr.

“June 12, 2003

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 7, 2003 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:

Edward Brandt, Jeffery Forbes, Richard Greenalch, Edward Johnson, Jr.

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

	2002-2003 Budget	2002-03 Estimated Expenses	2003-2004 Budget
Police	\$42,000	\$41,966	\$43,500
Waterfront	10,000	0	15,000
Legal/Zoning	2,000	1,440	2,000
Insurance	9,500	6,615	7,500
Office/General	6,000	5,928	6,000
Ass'n Building			
Maintenance	5,500	5,027	5,500
Improvements	8,500	650	6,000
100 <sup>th</sup> Anniversary Celebration	15,000	0	15,000
Total	<u>\$98,500</u>	<u>\$61,626</u>	<u>\$100,500</u>

Cash Balance 5/27/03- \$93,100.00 approximately

Grand List 2002 - \$177,798,000.00 0.4 mill rate set for the 2003-2004 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

### **Pine Orchard Association Annual Meeting Minutes for July 7, 2003**

The annual meeting was called to order by Ed Johnson at 8:00pm. The board members present were: Mike Platt, Ed Brandt, Elaine Littlehales, Dick Greenalch, Charlie Shelton, John Donegan and the recording secretary Viviane Briggs. Absent were: Joe Sepot, Teresa Storer and Vining Bigelow.

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

Item #1. **Ed Johnson** presented the board's nominees for the 4 positions available. Four board members were up for re-election and three were interested in doing so. They are as follows: Ed Johnson, Dick Greenalch and Ed Brandt. The fourth member, Jeff Forbes, had decided to resign his position. The Board endorsed the re-election of these 3 candidates and recommended Pat MacDonald of Totoket Road to run for Jeff Forbes' position.

The meeting was then opened for nominations from the floor. Sibyl Ford of Island View Avenue nominated Stacy Ruwe of Waterside Drive. Gail Standish of Island View Avenue nominated Kelly Brownell of Island View Avenue. Ken Delfini of Grove Avenue nominated Jennifer Aniskovich of Grove Avenue. Fritz Reimers of Pine Orchard Road nominated James Kaiser of Pine Orchard Road. All nominations were appropriately seconded and the ballots were collected and tallied with the following 4 residents elected to the board:

Stacy Ruwe	Kelly Brownell
Jennifer Aniskovich	James Kaiser

Ed noted that the voters had spoken and that there was to be a changing of the guard. The new members were congratulated and asked to join the current board members at the end of the meeting.

Item #2. Ed next asked each member of the board to make a brief committee report.

**Ed Brandt** (Association Property) reported that the Association building located on Pine Orchard Road continues to rent space on the upper level for the storage of a firetruck and that the lower level has been rented to a private party resulting in approximately \$4,200 rent per year. The only major maintenance issue facing the board at the moment is the painting of the exterior of the building which should occur in July at a cost of approximately \$4,300.

**Dick Greenalch** (Treasurer) reported that the Association had a cash balance of approximately \$91,000 at year end having begun the year with a balance of \$94,500. He

directed the attendees' attention to the year end statement handed out at the door. Security Services comprised the largest expense at a cost of \$42,300. The 100 year anniversary celebration was budgeted at \$15,000 but the costs will not actually be incurred until the next fiscal year. Dick also pointed out the reduction of the Pine Orchard mill rate for 2003 from .6 mils to .4 mils. He noted that our current budget projections will reduce our cash balance from \$91,000 to \$62,000 with an overall goal of reducing the Association cash balance to \$50,000.

**Charlie Shelton** (Planning) reported that there are 5 members on his committee but there are no action items at the time.

**Viviane Briggs** (Public Works/Roads) reported that the town has approved a request for 6 replacement street signs. They are as follows: Maclean Place, Waterside Road, Island View Avenue, Club Parkway and Chapel Drive (2 signs). The signs have been ordered and will be installed by the town. The stone pillar at the corner of Pine Orchard Road and Blackstone Avenue will be repaired and estimates are being gathered at this time. Some private street signs (e.g. One Way) have appeared in various locations within Pine Orchard and have not aroused any interest from the town. The Association has decided to purchase and install signs as appropriate. Speeding continues to be an issue. James Kaiser and Ginny Shope attended a Traffic Committee meeting at the town level where their requests were not well received. We will need to determine another strategy for dealing with this problem.

**Vining Bigelow** (Waterfront) was absent but Ed Johnson indicated that the sidewalk at the end of Island View in front of the Schiavone home will be repaired as well as repointing of the seawall in the same area. Several slips are available to Pine Orchard Residents on the breakwater. Currently only 3 have been rented.

**Jeff Forbes** (Recording Secretary) was absent and Ed Johnson asked Viviane Briggs to act as the recording secretary for the meeting.

**Teresa Storer** (Security) was absent and Ed Johnson said that the Security Services Questionnaire results were in favor of continuing the service by a margin of 9 to 5 with 141 responses. However, there were also many written comments received, many asking that the security service act in a more professional manner and many indicated a desire to return to the use of a regular police officer.

**Joe Sepot** (Zoning) was absent and there was no report.

Item #3. The floor was opened for questions/comments.

**Fritz Reimers** of Pine Orchard Road asked what does our current security service do i.e., how many hours do they patrol and how many passes do they make through the neighborhood. Ed responded that they are scheduled for 35 hrs a week 5- 10 pm for 9 months out of the year. In the summer hours of June, July and August they work

additional hours but he was uncertain of the exact schedule with Teresa being the person responsible for working with the service. Fritz indicated that he did not see the car patrolling very often and had on one occasion followed the car. Ed responded that the service does indeed need some improvement and that they do not have real "muscle" but serve more as a deterrent by touring the neighborhood 3-4 times per shift. Fritz commented that he trusts his neighbors to keep an eye on things more than our current security and felt that it is not worth the expense.

**Mike Platt** of Maclean Place agreed with Fritz as to the value of the service but noted that the results of the questionnaire supported the use of it. Ed Johnson said that he would like to see the use of police officers reinstated but that would be much more costly. He is currently in discussions with the Police Chief on this issue.

**MaryJo Brownell** of Island View Avenue asked what crimes in Pine Orchard necessitated the security patrols. Ed Johnson noted that there has been little or no crime in recent years but he was uncertain if this was due in fact to the security working as a deterrent or if there simply are no issues. He did point out that Pine Orchard has had its own special security services for at least 75 years.

**Frank Cirillo** of Crescent Bluff said that he did not like the current security services and would prefer using the money budgeted for parties such as the 100 year celebration Sunday night.

**Lois Jacobs** of Yowago Avenue said that as Pine Orchard residents we pay high property taxes and as such the town should supply police officers.

**Kelly Brownell** of Island View Avenue questioned the renewal date of the security services. Specifically, he would like to see the renewal date scheduled after the annual meeting so that the board can discuss the issue with the residents and receive their feedback. He was unconvinced that the 9-5 questionnaire results were indeed indicative of the majority. He said that survey results should be unbiased but can be affected by the manner in which the questions are presented. We should have evidence that our security is preventing crime.

**Linda Cahill** of Pine Orchard Road said that she did not return her questionnaire and felt that recommendations and a vote should be taken at the annual meeting prior to any contract renewals. Ed Johnson replied that the Board wanted to have as many people respond as possible and that the annual meeting generally only attracts 50 or so residents compared with the approximately 400 families living in Pine Orchard. He felt that the questionnaire could reach more residents and provide them with the ability to voice their opinion.

**Celia Wheeler** of Crescent Bluff commented that she is home during the day and frequently observes the security car patrolling her street and that they are polite and helpful.

**Paul Huang** of Island View Avenue commented that as an association we seem to have no political clout despite the high taxes paid by the residents and that we should strive to increase our influence.

**Gail Standish** of Island View Avenue is against the existing security service and feels that the Board should have called each resident who did not respond to the questionnaire to solicit their input.

**Fritz Reimers** of Pine Orchard Road said that we should strive to remove Rte 146 from Pine Orchard because it has caused increased traffic through our neighborhood and that is very dangerous for pedestrians. He suggested that we contact our state representatives Pat Widlitz and Peter Panaroni to champion this effort.

**Jennifer Aniskovich** of Grove Avenue suggested having a meeting to discuss the security service and sending a proxy vote with the notice of the meeting, so people can either return a vote or come to the meeting. She suggested this may allow more people to participate and also provide a forum in which other security options can be discussed.

**Linda Cahill** of Pine Orchard Road agreed saying that residents who were not present did not have the opportunity to participate.

**Susan Katz** of Island View Avenue made a motion to set the date for the contract renewal for our services for next year after the annual meeting; to hold a meeting in advance of the contract renewal to solicit members' input; and to allow a proxy vote for those who could not attend the meeting in order to obtain 100% participation. The move was seconded and passed unanimously.

**Ed Johnson** expressed some concern over whether the vote taken by the association had any effect. He asked his parliamentarian's opinion. Ed said there were philosophical differences of opinion as to whether the membership vote meant anything.

**Paul Huang** of Island View Avenue pointed out that all United States citizens have a right to vote but not all do so. Non-voters give up their right to speak. Those residents present at the meeting should be heard.

**Kelly Brownell** of Island View Avenue said that all residents have the option to respond to the questionnaire but that the residents in attendance at the meeting represent those who are very interested.

**Patrice DeFilipo** of Grove Avenue said that some residents do not attend the meeting because they feel that the budget has already been determined and there is no point in attending.

**Ed Johnson** commented on the success of the 100 year Pine Orchard Association anniversary celebration. The Exhibit at the Chapel was very well attended and there is an interest in retaining a permanent display there. Ed also commented on the Anniversary book and thanked Elaine Littlehales for her work providing the text and Mike Platt for all of his efforts in the publishing of the book. His company did so at a very steeply discounted price for the Association. He also thanked the 6-8 volunteers who staffed the Chapel during the exhibit over the holiday weekend.

The Anniversary Picnic held Sunday night at the sight of the Anchorage property was very well received and Ed thanked Betty Ann Donegan for all of her efforts to coordinate the event and bring everything together. The catering was provided by Shoreline Foods at a cost of \$30 per person. An admission fee of \$15/person was charged with the balance subsidized by the Association.

**Kelly Brownell** of Island View Avenue asked if the Board had done anything relative to the new tax assessments. Ed Johnson responded that the Association had considered the options and had decided not to take an official position on the issue. They felt that it was not up to the Board to hire lawyers but that the new Board could revisit this issue.

**Chip Kenna** of Brandagee Avenue asked what the new Pine Orchard mill rate was set at and inquired as to the revenue from this assessment for 2003 vs. 2002. Dick Greenalch responded that the new rate is .4 mills vs. .6 mills last year. He anticipates 2003 tax revenue of \$71,000 vs. \$49,000 for 2002. Chip asked what the plans were for the additional funds. Dick said that the waterfront repairs, 100 year anniversary picnic and books would all be items expensed in the next fiscal year and these additional funds would be used to offset those items.

**David Schafer** of Springrock Road thanked the outgoing Board members for the services and congratulated the incoming members. He also pointed out that our charter allows us to secede....food for thought.

**Peter Hugret** of Elizabeth Street said that he would like to see sidewalks installed along Pine Orchard Road from Spring Rock Road to Blackstone Avenue since this is a very dangerous area for pedestrians. He feels that this would improve safety.

**Ron Delfini** of Pine Orchard Road is against sidewalks. He feels that they will bring more people to the area and as a property owner he would be responsible for issues such as snow removal and is not interested.

**Marcia Delfini** of Pine Orchard Road noted that rollerbladers have become very numerous on sidewalks on Damascus Road.

**Linda Cahill** of Pine Orchard Road said that pedestrians walk on her lawn because there is no other safe place to walk along that stretch of Pine Orchard Road and she would like to see a sidewalk for safety purposes.

**Tina Beaulac** of Pine Orchard Road also would like a sidewalk as she fears for the safety of her children when they ride their bikes along the street. She had contacted the Chief of Police about sidewalks 10 years ago and was told no.

**Ed Johnson** said that speeding has always been a problem in this area.

**James Kaiser** of Pine Orchard Road said that Pine Orchard Road/Rte 146 is a state highway and the town cannot make decisions about the road without state input.

**Jeanne Hughes** of Meadow Wood Road expressed her concern over Blackstone Avenue in particular. It is almost impossible to bike ride along that street and would like to see less traffic.

**Maureen Herbert** of Island View Avenue is an early morning jogger and pointed out that she has observed the speeders to be our own neighbors and not outsiders.

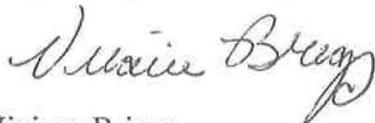
**Frank Cirillo** of Crescent Bluff complained about a moving trailer/van parked at the end of his street which is blocking the water view and access area. He also expressed concern over gardens planted by the Millericks which extend into the right of way area. He suggested that since they are moving, it might be an opportune time for the Association to enforce its rules about right of ways, before the new homeowners become attached to the gardens. Ed Johnson pointed out that the right of way area is not owned by the Association but the town.

**James Kaiser** of Pine Orchard Road asked if the Anchorage location was being developed for a private residence. Ed responded that there have been many rumors over the years but the answer is not known.

**Jeanne Hughes** of Meadow Wood Road thanked the departing members of the board for their years of service to the Association.

The meeting was adjourned by Ed Johnson at 9:05 pm.

Respectfully Submitted,



Viviane Briggs

### **Pine Orchard Association Meeting of the Executive Board Minutes 7/15/03**

The meeting was called to order at approximately 8:10pm. Present were: John Donegan, Jennifer Aniskovich, Stacy Ruwe, Vining Bigelow, James Kaiser, Mike Platt, Charlie Shelton, Viviane Briggs, Elaine Littlehales, and Kelly Brownell.

Absent: Joe Sepot

Discussion was held regarding the election of new officers for the Association. The resulting slate was presented: Jennifer Aniskovich - President, John Donegan - Vice-President, Stacy Ruwe - Treasurer and Viviane Briggs - Clerk. A vote was taken on this slate and was approved by a vote of 9 yes and 1 abstention.

Resignations were tendered by Teresa Storer and Mike Platt. The following residents were proposed as possible replacements:  
Julie Carter, Joe Canavan, Dick Greenalch, Eric Hanson, Caldwell Hart, Ed Johnson, Pat MacDonald and Stanley Moore.

Following a discussion of the possible candidates, James Kaiser made a motion to nominate Eric Hanson. This was seconded by Jennifer Aniskovich with a resulting vote of 9 yes, 1 abstention. Jennifer Aniskovich made a motion to nominate Joe Canavan. This was seconded by James Kaiser with a unanimous vote of approval. Each of these residents will be contacted by Jennifer and Stacy respectively to confirm their acceptance.

Committee assignments were the next topic of discussion. The following assignments were made:

Jennifer Aniskovich - Public Relations  
Vining Bigelow - Waterfront, Association Building  
Kelly Brownell - Security  
John Donegan - By-Laws  
James Kaiser - Roads, Public Works  
Joe Sepot - Zoning  
Charlie Shelton - Planning, Health

The position of Dog Warden/Litter Officer will be assigned to one of the new Board members.

James suggested that we consider putting together a web site.

Jen will review the current security contract and report back to the board at the next meeting with her recommendation.

A list of items for consideration prepared by Dick Greenalch was distributed and reviewed. The first item was the election of officers which had been completed earlier.

The second item involved the appointment of signatories for the Association bank accounts. After much discussion, it was decided that the President and Treasurer will be the new signatories for now with a future recommendation to be made as to the requirement of 2 signers for checks in excess of a set amount. There was additional discussion with regard to the overall process of reviewing invoices, preparation and signing of checks. It was decided that the Treasurer will prepare checks and all checks will either be signed or approved by a different officer. Jen will prepare a Secretary's Certificate for the change in signatories and Viviane will help determine how to change the signatories at each bank.

Remy Zimmerman was proposed to hold another 5 year term on the Zoning Board of Appeals. John Donegan made a motion to approve this appointment; the motion was seconded and approved. The Clerk will inform Joe Sepot so he can let Remy know.

Jennifer will handle the 4<sup>th</sup> item re: the invoice for the tent rented for the Anniversary picnic by calling David Hall and letting him know that the payment will be forthcoming after the signatories to the accounts have been changed.

There was general discussion regarding the By-Laws as they relate to several issues including compensation of officers and board members, the number of committee members needed and the need for certain committees such as Public Relations and Fire Protection. No final decisions were made with respect to the By-Laws at this time.

Two estimates have been received for the repair of the stone pillar at the corner of Pine Orchard Road and Blackstone Avenue. We are still awaiting a few additional responses before a mason can be selected.

A suggestion was made to either re-instate the Borough of Pine Orchard signs or remove the posts left behind. James will speak with Dick Greenalch regarding the removal of the post and propose a solution to the board.

Michael Platt has extra road signs that might be useful in Pine Orchard.

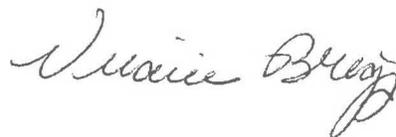
The minutes from the annual meeting held 7/7/03 were distributed for approval at the next annual meeting.

A decision was made to hold monthly meetings for the time being with the next meeting on Monday August 18<sup>th</sup> at 8pm.

A decision was made to hold monthly meetings for the time being with the next meeting to be held on Monday August 18<sup>th</sup> at 8pm.

The meeting was adjourned at 10:05 pm.

Respectfully Submitted – Viviane Briggs



## Pine Orchard Association Meeting of the Executive Board Minutes 8/18/03

The meeting was called to order by President Jennifer Aniskovich at approximately 8:05 PM. Present were: Jennifer Aniskovich, Elaine Littlehales, Vining Bigelow, Charlie Shelton, Joe Sepot, John Donegan, Eric Hanson, Viviane Briggs, Stacy Ruwe and Kelly Brownell. Absent: James Kaiser and Joe Canavan.

Elaine made a motion to approve the minutes of the July 15<sup>th</sup> meeting. The motion was seconded by Charlie Shelton and passed following a correction of the spelling of Joe Canavan's name.

Jennifer Aniskovich began the president's report with a discussion of the proposed meeting dates for the next year. The date of the annual meeting was corrected from 7/5/04 to 7/12/04. The list of goals for the upcoming year was presented and discussed. With respect to Entertainment, wording was changed to the Board will "assist local volunteers" with the annual picnic. Jennifer mentioned that several residents had approached her about restoring the gates at the entrance to Young's Pond near the duck feeding area and the balustrade directly across the street. It was pointed out that the gate is privately owned by Fred Mancheski and the balustrade is believed to be owned by the Pine Orchard club. Jennifer will contact both Mr. Mancheski and the club to discuss some clean up of both areas either by the owners or the Association.

Recent calls and correspondence received by Jennifer were also discussed.

Stacy Ruwe presented the Treasurer's Report with some modifications to the previous format. Stacy has automated the books using Quicken and pointed out that there had been a \$210.93 discrepancy which has been discussed with the auditors. There was discussion as to the collection rate for property taxes and Elaine indicated that there are always a few residents who do not pay and she puts the collection rate at approximately 97%. It was decided that some provision for Bad Debt should be built into the budget. Stacy suggested that we adopt the budget as is and then make amendments as needed or have a variance at the year end. There was additional discussion regarding the target amount for cash reserves i.e., is 450,000 too much or too little. A motion was made by John to strive for a \$50,000 cash balance. It was felt that this cash would be appropriate in the event that we needed to purchase/maintain a car for security patrols or in the event of a major hurricane. The motion was seconded by Stacy and approved.

A motion was made by Jennifer to accept the Treasurer's Report and seconded by Kelly and approved. Stacy also distributed a Petty Cash Voucher form which should be used for reimbursements going forward.

John Donegan addressed the issue of the Bailey tax bill. The Baileys (33 Island View) were not listed on the Grand List provided by the Town to the Association and did not receive a Pine Orchard tax bill for the period of 1992-2002. In 2003, Ed Johnson sent them a letter indicating that they owed back taxes of approximately \$3,000 and interest in excess of \$3,000. The Baileys promptly paid the taxes but not the interest. Following much discussion, it was determined that pursuant to Section 21 of the By-Laws, since no bill was ever sent to the Baileys during the time period in question, they do not owe interest. Elaine will draft a letter for Jennifer's review to the Baileys to inform them that the interest is not due.

There was discussion regarding the Association practice of charging 18% past due interest when the Charter sets a rate of 9%. It was decided that we will begin charging 9% effective immediately but will continue to charge the \$2.00 per month minimum.

Charlie Shelton said that the Planning Committee had nothing to report.

Jennifer presented the Publicity Report. E-mail addressed for Board members have been collected. E-mail can be used to send in agenda items to Jennifer two weeks prior to the meeting. Jennifer presented two possible mastheads for the newsletter, The Potato Post and Dispatch from The World's End. Neither one received positive feedback and we will try to develop other suggestions. The pros and cons of a Pine Orchard Web-Site were discussed. Issues include cost, maintenance, privacy of the neighborhood and the board members. Pros include improved communications between the Board and residents and ease of obtaining dorms/regulations such as Zoning forms and regs. Jennifer will prepare a plan for the web-site with more information.

Jennifer presented James' report on Roads/Public Works, He has drafted a letter to be sent to residents regarding hedges as they relate to safety at various intersections in Pine Orchard. The following locations were identified as dangerous: intersection of Rte 146 and Pine Orchard Road, both ends of Grove Avenue, Chapel Drive and Pine Orchard Road and the parking lot at the far end of the Association building. All members were asked to check hedges in their area and report any other safety issues to James.

Kelly Brownell and Jennifer met with representatives from Professional Security and determined that we have not signed a renewal contract with them and are free to pursue a change in our security arrangements. The representatives were told that we have not been happy with their service and discussed possible ways to make improvements. The result was a new proposal with a reduction in the cost from the current rate of \$22/hour to \$18.42/hour for the first year and \$19.64/hour for the second year and they offered to work harder in order to keep our business.

They also met with Chief Gill who indicated that the resident of Pine Orchard had been happy when police coverage was in effect and the police would like to provide the service. However, arrangements would have to be negotiated with the Union and Jennifer has been unsuccessful in reaching the Union rep.

Jennifer & Kelly also met with Jason Vincent, CEO of Stony Creek Security. He proposed a price of \$16.25/hour inclusive of a car which will be painted to resemble a Branford Police Car. In addition, they would have an open line into Dispatch at the Police Department. Kelly placed calls to two other communities currently using Stony Creek Security and heard back from Avalon Grove in Stamford. They indicated that they have been very happy with the service. Following extensive discussion, John Donegan moved that the Board authorize Jennifer and Kelly to negotiate and execute a contract with Jason Vincent for his security services. The move was seconded by Vining and approved. Professional Security officials will be provided proper notification of the change.

Kelly suggested an open meeting with the residents to be held next year prior to the renewal of the contract in order to review performance and determine needs. It was noted that Jim Redden used to provide stats as to arrests etc. at the annual meeting and determined that this should be done again.

Elaine Littlehales provided the Tax Collection Report again indicating a tax collection rate of approximately 97%. Some taxpayers who are appealing their evaluations wrote "under protest" on their checks. They had been advised by counsel to do so in the event of a reduced evaluation in order to receive a rebate from the Association.

Vining presented the Waterfront Report outlining 6 access points to the beach and their repair needs. The first is at the end of Island View Avenue where the most extensive amount of work is

needed. Specifically, repairs are needed on the surface leading out to the breakwater and on the front beach seawall. The railing in this area also seems loose. Paul Riccio has been retained to perform the repairs but has not done so to date. We need to apply a little pressure to have the work completed in a timely fashion.

The remaining access points are at the end of Chapel Drive (bottom step in need of repair), Halstead Lane (James found someone to repair the steps), Spring Rock Road (no repairs needed) and Yowago (deterioration at the top of the staircase and rot on the gate). It was noted that there is an additional access point at the end of Crescent Bluff, condition unknown.

There was additional discussion regarding a potential former right of way at the end of Lake Place and the possible encroachment on the Association Right of Way by a fence put up by the Everetts at the Waterside Road access point. Joe has been quoted \$7,500 for a survey but will try to negotiate a lower charge.

Eric had a question about signage relative to the Association's liability in these areas. Do we assume liability if we maintain the right of ways even though the Town owns them. Jennifer will call the town to discuss this issue and clear up any ambiguity regarding liability.

The algae problem on Mirror Lake was discussed. David Anderson told Charlie that it is too late in the season to treat it. Jennifer will call Dick Greenalch.

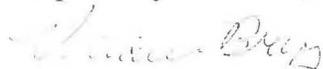
Joe Sepot gave the Zoning Report showing recently approved and denied zoning requests. He also requested that Eric Rose be considered as an Assistant Zoning Officer to provide a second review of requests and serve as a back up to Joe when he is unavailable. A motion was made to appoint Eric Rose as the Assistant Zoning Officer. It was seconded by Stacy and approved. Jennifer mentioned that Brian Coffey has expressed an interest in a position on the Zoning Board of Appeals and should be kept in mind for the next opening.

Under new business Viviane noted that no further bids had been received for the repair of the stone pillar at the intersection of Rte 146/Pine Orchard Road. John will try to contact John La Greca for a bid and John moved that Viviane be authorized to accept a bid up to \$2,000 in order to move the repair process along. The move was seconded by Stacy and approved.

The final issue for discussion as the town re-evaluation. Jennifer asked if the previous Board had sent a letter to the Town regarding the re-evaluation. John said that they had elected not to do so, but had sent a mailing out to all residents of Pine Orchard informing them of Stacy's meeting held at the Pine Orchard Club. It was felt that the Board's role was to make the residents aware of the issue but not take a position. Stacy felt that the Board should take a stand against the re-evaluation and noted that a much higher "neighborhood" factor was used to evaluate waterfront properties in Pine Orchard compared with the "neighborhood" factor used for waterfront properties in Linden Shores and Stony Creek. Following some additional discussion, it was decided that we would discuss the issue further at our next meeting.

Elaine made a motion to adjourn, it was seconded by John and approved at 10:10 PM.

Respectfully submitted,



Viviane Briggs, Clerk

“September 10, 2003

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 **September 15, 2003 at 8:00 PM** in the Board Room at the Association Building to consider the following:

1. Reports from committee chairmen
2. Tax Assessment Issue
3. Any other business that may come before the Board

Attest: Jennifer Aniskovich, President”

**Pine Orchard Association Meeting of the executive Board Minutes  
September 15, 2003**

The meeting was called to order by President Jennifer Aniskovich at 8:05 PM. Present were: Jennifer Aniskovich, Kelly Brownell, Eric Hanson, Viviane Briggs, Stacy Ruwe, Elaine Littlehales, John Donegan, Joe Sepot, Joe Canavan, Charlie Shelton and James Kaiser. Absent: Vining Bigelow.

John Donegan made a motion to approve the minutes of the August 18<sup>th</sup> meeting. The motion was seconded by Kelly Brownell and passed.

Jennifer began the President’s report with a response from Michael D’Addetta regarding the stone railing across from Young’s Pond. The club has no objection to the Association cleaning up or restoring the area. This will likely be a spring project. No response has yet been received from Fred Mancheski re: the stone gate across the street.

Jennifer is also awaiting a response from Janice Paziak of the Town Public Works Department regarding the ownership question of right of ways to the waterfront. Joe Canavan raised a concern relative to the rights of way. If the Town does own them, does this mean that the public at large has access to and use of the beaches?

Joe Sepot indicated that he still has not received an estimate from Eric Anderson for surveys of these areas.

Stacy Ruwe distributed a summary of the Association’s insurance coverage. Currently we have 4 policies: Commercial – general liability, Property – general liability, Umbrella liability and Directors and Officers. Stacy will be meeting with the agent to review and update the policies as appropriate. Following discussion of our insurance needs and the costs, a motion was made by Joe Canavan to allow Stacy to request competitive bids for our coverage. The motion was seconded by James and approved.

Stacy then reviewed the Treasurer’s Report as of 9/13/03 pointing out that we are at 103% of our tax collection budget due to a large past due payment. Elaine Littlehales reported that 9 property owners remain past due at this time.

Stacy also said that she had spoken with the auditors and was informed of some tax forms which had not been filed in the past. These issues will be rectified going forward. Kelly made a motion to accept the Treasurer’s Report, it was seconded by Joe Canavan and passed.

Jennifer next introduced the topic of Pine Orchard reassessments. Stacy distributed handouts relative to the various factors used by Vision Appraisal in the re-evaluation process as well as some

comparisons of property assessments in Pine Orchard versus neighboring communities e.g. Short Beach, Stony Creek. Stacy noted that of the 288 residents of the Pine Orchard Association who pay Pine Orchard taxes, 95 had filed appeals and of those 95, 43 had filed suit against the Town. John pointed out that the 95 property owners represent only 1/3 of the total tax paying Pine Orchard residents.

Town wide, there are 13,000 tax paying parcels of land. Of these, 4,000 saw their taxes remain flat, 7,000 saw their taxes decrease and 2,000 saw an increase in taxes. 700 of those 2,000 who experienced an increase were waterfront properties and 1200 were water influenced properties. Stacy also cited the fact that Pine Orchard resident pay a disproportionate share of the taxes for the entire town of Branford. Specifically, they paid \$4 million in taxes in 2003 which represents a \$1.5 million increase over 2002. This is based upon a 2003 Pine Orchard grand list of \$177 million vs. \$85 million in 2002. Based upon this information, Stacy and Jennifer urged the board to consider writing a letter to the town to express the Board's concern with the reassessment as it relates to Pine Orchard. Viviane noted that the Hotchkiss Grove area experienced the same issues and their board decided against writing such a letter feeling that it was outside of their mandate. She also indicated that she was not so much opposed to the letter, but what further action might be implied. All of this information and other issues were discussed at considerable length by the Board. Following this discussion, James made a motion to have Jennifer draft a letter to the town addressing the discrepancies in the re-evaluation process and expressing the concerns of the Pine Orchard Association with the overall process. The draft will be reviewed by John and Stacy for input and then distributed to the entire Board prior to being sent to the Town. The motion was seconded by James and passed with one abstention.

Jennifer distributed the copy of the first edition of The Potato Post, our new newsletter. The copy was met with great approval and Jennifer asked for future input for articles/information for upcoming editions.

Jennifer also distributed an outline for the proposed Pine Orchard Association Web-site. There was positive feedback on the outline but also some questions relative to privacy issues and cost. Jennifer said that the set up cost is under \$500 with a monthly fee of \$14.95. Following discussion of these issues, Stacy made a motion that we develop a limited web-site for now and re-evaluate the content/usefulness after six months. A basic home page, Zoning page, Newsletter page and an e-mail option. The motion was seconded by Kelly and approved.

James Kaiser presented the Roads report saying that the "potato post" at the corner of Blackstone and Rte 146 had been repaired as well as the stairs leading to the beach at the end of Halstead Lane. He has spoken to the owners of 22 Blackstone Avenue about their hedges and they have agreed to cut them back to improve visibility on that corner. It was pointed out that hedges on both ends of Grove Avenue and at the corner of Chapel Drive and Pine Orchard Road are in need of trimming. James will contact the owners of these properties.

James reported that his meeting with the Assistant Fire Chief went very well and that he had indicated a willingness to participate in any fire related programs that we might want to sponsor e.g., a fire extinguisher demonstration. The assistant Chief also asked that we stress to our residents the importance of placing legible numbers on our houses and mailboxes. This will be addressed in an upcoming issue of The Potato Post. James also reported that with input from the homeowners on the street, it was determined that Anchorage Farms Road should in fact be just Anchorage Road. He will work with Janice from Public Works to change the sign. Finally, he will continue to work on the removal of the posts from the former "Entering Pine Orchard" signs.

Kelly Brownell reported that there have been several drafts of contracts with Stony Creek Security and a finalized version should be completed soon. He also suggested that we hold an open meeting at the Chapel with a representative from the new security company so that residents can discuss their concerns and better understand the role of our patrols. All agreed that this was a good idea. Additionally, Elaine requested that we invite a representative to attend the next board meeting in October. Jennifer and Kelly will prepare a written history of the decision to change security companies for the newsletter.

Stacy brought up a concern of local fishermen on the breakwater leaving trash behind and asked if this was an issue that security patrols could deal with. Kelly will raise the question with Jason Vincent. Further discussion of this issue resulted in James agreeing to work with Vining on the possibility of a sign asking that trash not be left behind. They will touch base with the immediate neighbors on this idea.

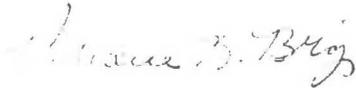
Jennifer presented the Waterfront report in Vining's absence. Repair work on the Breakwater should begin on 9/22. We are still working on having the Association Building painted. The recent flooding of the lower level of the building was discussed and Elaine was asked to purchase a dehumidifier.

Jennifer asked if anyone had new business. She then presented a request from Betsy Regan re: the Branford section of the Shoreline Greenways Trail. There are 2 questions relative to the proposed trail adjacent to the Association building. #1. Who owns the property immediately around the building and #2, Who has authority over the surrounding property? It was decided Ms. Regan would be invited to the November Board meeting.

Eric Hanson asked if there was a Pine Orchard emergency plan in light of the current storm threat. It was determined that the town has emergency shelters and responsibility for such action.

Elaine asked James to obtain a key to the bay being rented by the Fire Department and then made a motion to adjourn the meeting. It was seconded by Joe Sepot and approved at 10:00 PM.

Respectfully submitted,



Viviane Briggs, Clerk

"October 22, 2003

TO THE MEMBERS OF 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, October 27, 2003 at 8:00 PM** in the Board Room of the Association Building to

1. Hear reports from Committee Chairmen
2. To meet with representative from the Stony Creek Security Co.
3. To transact any other business which may come before the meeting.

Attest: Jennifer Aniskovich "

MINUTES OF A SPECIAL MEETING OF THE EXECUTIVE COMMITTEE OF  
THE PINE ORCHARD ASSOCIATION  
OCTOBER 27, 2003

President Jennifer Aniskovich called the meeting to order at 8:15 PM. Also present were: John Donegan, James Kaiser, Stacy Ruwe, Joe Sepot, Kelly Brownell, Vining Bigelow, Elaine Littlehales and Jason Vincent of Stony Creek Security along with two of his drivers, Mark Waddock & Tim Hunt.

Mr. Vincent gave a report on the new security, which went into effect on the 19<sup>th</sup> of October. The two drivers present will both be full time security for Pine Orchard. He reported that they have a good relationship with the Branford Police department who agreed to let the car be painted like a Branford Patrol car, hopefully a deterrent by itself. They will be setting the car up in strategic spots to watch for speeders. He reported that they had already issued a warning by phone. Their hours will be 5-10:00 PM in winter, 5:00 PM to 1:00 AM in summer and some Saturday mornings in warmer weather. They also will patrol longer hours Halloween and the evening before. Some of the objectives and concerns discussed were: check vacant houses, don't feed dogs, meet the residents as they see them, and drive around behind the Club. Other particulars about their route were also discussed.

A community meeting will be called shortly in order to introduce residents to the patrolmen, clarify their duties, and answer questions. Their main office is in New Haven; phone # 773-4900. The car # is 619-2472, e-mail is [StonyCreekSecurity@hotmail.com](mailto:StonyCreekSecurity@hotmail.com).

After they left, the Board discussed the warning Stony Creek Security had already made. It was agreed that they not take on that responsibility but instead keep a list of offenders and their license plate numbers and pass this information on to the Police if a pattern emerges. Weekly reports are to be delivered to the office.

The September minutes were accepted as corrected after the name of the surveyor was changed to Eric Anderson, rather than Johnson.

Joe Sepot reported that Eric Anderson will survey the two right-of-ways on Island View Avenue at a cost of \$1600, which the Board approved. The question of regulations regarding outdoor lighting has been asked and Joe reported that we have no such regulations. The Town of Branford has such regulations for commercial establishments only, not residential. There was some discussion about considering a lighting regulation, and a more restrictive building code as well. A public hearing is required in either case.

Jennifer reported on the meeting of the New England Estates proposal which she views as building a record for appeal. She and John Donegan will meet with Janice Plaziak on Thursday to determine which of the right-of-ways the Town will commit to maintain.

Stacy Ruwe distributed the Treasurer's report with the comment that we are ahead of budget on Security and on budget for the recent painting of the Association Building. There are still 7 delinquent tax payers.

Vining Bigelow reported that Phil Riccio did some work on the waterfront at Island View and uncovered a very dangerous hole which he filled. The railing was also rotted and needed replacing. Selden Ave. ROW needs to have the sidewalk resurfaced. Whether or not the Town should be billed for that will be determined at the aforementioned meeting with the Town.

James Kaiser reported that residents are being contacted about shrubbery hindering the line of sight at intersections, and have been agreeable to trimming it back. He also said that the steps at the end of Halstead Lane which he had repaired, are getting worse and perhaps need replacement.

There was a general discussion about a possible community get-together in December. Caroling, Toys for tots and a sing along at the Chapel were all proposed, though no decisions were made.

The next meeting is scheduled for December 1.

The meeting was adjourned at 10:15 PM

Respectfully submitted, Elaine Littlehales, Acting Clerk



"November 26, 2003

TO 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 **December 1, 2003 at 8:00 PM** in the Board room of the Association Building, 180 Pine Orchard Road, to consider the following:

1. Approval of the October 27, 2003 minutes
2. President's report
3. Treasurer's Report
4. Greenway Trail presentation by Betsy Regan
5. Any other business that may come before the meeting.

Attest: Jennifer Aniskovich, President"

**Pine Orchard Association Meeting of the Executive Board Minutes 12/1/2003**

The meeting was called to order by President Jennifer Aniskovich at 8:05 pm. Present were: Jennifer Aniskovich, Viviane Briggs, Stacy Ruwe, Elaine Littlehales, Joe Sepot, Vining Bigelow, John Donegan, Eric Hanson, Charlie Shelton, Joe Canavan and Kelly Brownell. Absent: James Kaiser

The first business of the evening was the introduction of Betsy Regan and Pete Peterson representing the non-profit Shoreline Greenway Trail. Betsy distributed literature and explained that the ultimate plan is for the trail to run from New Haven's Lighthouse Point to Hammonasset Beach in Madison. Ground breaking ceremonies for the East Haven leg were held in October.

Betsy explained that the town of Branford has approved the trail over Pine Orchard Road to Birch Road minus the property surrounding the Pine Orchard Association Building. This portion would follow the existing Branford Trail with some slight modifications. Discussion followed concerning the particulars of the trail such as width and construction material. Following the presentation, several questions were posed by board members to Betsy and Pete including the following:

- Will vehicles be allowed
- Who will be responsible for maintenance of the trail in the future
- Where does the trail go next after Birch Road
- Will there be trail use restrictions
- Can the Association change its mind in the future
- What happens to the project if only some of the trail is approved
- Where is the funding coming from
- Is approval needed to cross a state highway i.e., Rte 146
- What are the liability issues

Discussion on the topic continued following the departure of Betsy and Pete including a discussion of the fact that Earl Carlin, former president of the PO Association, allowed the Branford Trail to pass through the area in question in the 1992-1995 period. The following three concerns summarized this discussion:

- No paving of the trail should be allowed
- The Association must be free from any liability
- The Association must have the ability to withdraw its approval in the future if needs warrant

Jennifer made a motion to approve the concept of the Trail passing through our property pending a written agreement with the Shoreline Greenway Trail organization as to the particulars of its use. The motion was seconded by Kelly and passed.

John Donegan made a motion to approve the minutes of the October 27<sup>th</sup> meeting. The motion was seconded by Stacy and approved.

Jennifer reported that she and John had met with Unk Daros and town officials regarding the right of way issues. The group was in agreement on 3 of the rights of way in question and uncertain as to the remaining 3. The town is responsible for the right of way on Spring Rock Road and Janice Plaziak will review the safety of the existing steps. The Halstead Road right of way is the responsibility of the Association and there was no agreement as to Sheldon Avenue, Island View Avenue and Crescent Bluff.

Joe Canavan asked if the town owns the right of way, will that open up beach rights to all town residents.

Jennifer reported that there had been no response from the town re: the Association assessment letter sent in October and that she will look to meet with John Opie when he is officially in office.

Kelly reported on feedback he has received relative to the new security service. Overall the feedback has been very positive with many residents commenting that the patrol car looks like a real police car. He will attempt to schedule a community meeting in January to introduce the new security team and answer any questions. Elaine will call Professional Security to request incident/activity reports.

Stacy reported that the \$2,400 rental fee for the bay space has not yet been received from the town. Jennifer referred to a letter from AJ Milici, president of the Hotchkiss Grove Association, regarding the possibility of combining insurance coverage of the different boroughs to gain a discount. Stacy will review this.

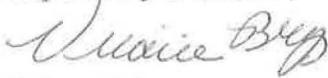
Kelly made a motion to approve the Treasurer's Report. The motion was seconded by John and approved.

Vining reported that we might have a potential problem with the Association building roof and will obtain quotes for any necessary repairs.

A motion was made and approved to adjourn and the meeting ended at 9:15 pm.

The next meeting will be held on Monday, January 26, 2004

Respectfully submitted,



Viviane Briggs