



PINE ORCHARD ASSOCIATION
Branford, Connecticut

**NOTICE: PINE ORCHARD ASSOCIATION
EXECUTIVE BOARD MEETING
MONDAY MAY 11th, 2026, AT 7PM
AGENDA NOTED BELOW**

At the call of the President, The Pine Orchard Executive Board will hold its May Executive Board Meeting at the POA offices at 180 Pine Orchards Road and via Zoom™ on Monday May 11th, 2026, at 7PM. All are welcome to attend.

1) Call to order

2) Approve minutes from March 2nd, 2026, Executive Board Meeting

3) Officers and Committee Reports

- By Laws -
- Treasurer -
- Tax Collection - Set the MILL RATE for July 1st, 2026 - June 30th, 2027
- Zoning -
- Nominating - Present candidates for up-coming session
- Building - garage rental update, floor in conference room
- Waterfront - Gate update
- Office Manager -
- Other Issues

4) Old Business – TBD

5) New Business – TBD

6) Public Comments

7) Adjournment.

Meeting ID: 818 2824 1544

Passcode: 869446

[Join Zoom Meeting HERE](#)

Matt Barez
President, POA Executive Board

PINE ORCHARD ASSOCIATION

Executive Board Meeting Minutes

Monday, May 11, 2026 – 7:00 PM

1. Call to Order

President Matt Barez called the meeting to order at 7:04 PM.

Board Members present: George O-Dowd, Richard Greenalch jr., Niall Ferguson, Thomas Roche, Karen Jubanyik, David Scheer, Andrew Ruff (virtual), Vin Giordano.

Office Manager Peter Robinson.

Absent: David Silverstone, Kerri Beckert

2. Approval of Minutes

Approval of the Executive Board Meeting Minutes from March 2, 2026.

Motion: Thomas Roche, seconded by Richard Greenalch jr., motion carried.

3. Officers and Committee Reports

A. By-Laws

David Scheer reported no committee activity.

B. Treasurer

George O-Dowd reported that there is an expected surplus in our legal budget.

Discussion points for next year's budget were identified with building maintenance and shoreline maintenance needing review. Most budget spending has been consistent for the last three years. The stair repair on Island Avenue came in underestimate with a savings of approximately \$2000.

Tax Roll is unchanged from the previous year. Budget and Mill rate will be discussed at a future meeting.

(see attached report)

C. Zoning

Thomas Roche reports that there is currently one home which is pursuing a building permit through our Zoning and may be looking to appeal to the ZBA. Board members discussed zoning, height, and setback considerations and potential solar panel visibility concerns.

D. Nominating

Kerri Beckert absent.

Nominations to be addressed in a future meeting. No other report.

E. Building

Andrew Ruff provided an update regarding interest in a property/storage space. A non-profit organization expressed an interest in renting the space for file storage purposes. Board members discussed the proposed rate from the potential renter.

Thomas Roche made the motion to offer a 1-year lease at \$200 a month, paid quarterly, first quarter in advance. Seconded by Vin Giordano. Motioned carried. Follow up discussion clarifying details followed.

F. Waterfront

Karen Jubanyik reports that the stairs repairs are completed. The gate at the end of Island Avenue is in the process of being replaced, and the signage which notifies

residents about association property will be reinstalled. Selden Avenue stairs were completed in 2025. There is one more wooden stair set which the board anticipates needing to be replaced sometime soon. Lastly, the board is working to identify the developer granted access to Pine Orchard residents to the beach through Juniper Point.

G. Office Manager

Peter Robinson reports on the coordination and timeline of tax collection and the annual meeting. All Officers and board members will be in attendance. The Pine Orchard Chapel has been reserved for the meeting on Monday July 6th.

March 6th a neighbor reported an automobile theft.

Notes will be sent out to residents who need to trim bushes and hedges to help improve visibility on our roads. Peter has worked with Vin Giordano to identify areas of concern. Gutters on the POA building have been quoted for replacement/improvement, depending on the project size and scope, the cost is estimated between \$900- \$4000, Matt Barez asked for an estimate on the age of the roof, and it was estimated that the roof was installed sometime around 2002.

H. Beautification

David Scheer reported on the landscaping/ irrigation potential project on Spring Rock Road access.

4. Old Business:

Whibey hearing concerning the agreement was decided in our favor in April. Pine Orchard's Attorney is working to get the agreement signed.

Matt Barez reported that owners of a dog which others had deemed aggressive have installed a fence as well as dog feces around our building.

5. New Business

Matt Barez reported on the costs of carrying the POA building. Treasurer George O-Dowd and others proposed whether or not we should turn the building back to the Town of Branford. Expenses such as repairs, insurance, and other carrying costs were brought up to the board. The board discussed that we ask the Town of Branford to consider carrying some of the financial burden.

Thomas Roche mentioned the placement of mailboxes and parking on Spring Rock, Crescent Bluff and Halstead.

6. Public Commentary

No public commentary

7. Board went to Executive session

Meeting adjourned at 8:53 pm by a motion by Thomas Roche, seconded by George O-Dowd.

(Minutes provided through transcript of recorded meeting)

Respectfully Submitted,
Kerri C Beckert
Clerk, Pine Orchard Association

Pine Orchard Association Treasurer's Budget Report May 11, 2026
Current Approved Budget vs. Expenditure Activity YTD
as of 5/8/26

	Approved Budget FY 25/26	Budget Activity YTD	\$ Remain. Budget	% Remain. Budget
RECEIPTS				
Tax Collections	\$ 105,867	\$ 105,097	\$ 770	1%
Rent	\$ 5,200	\$ 2,800	\$ 2,400	46%
Building & Permit Fees	\$ 5,000	\$ 4,675	\$ 325	6%
Other Income (Int., Books)	\$ 43	\$ 1,899	\$ (1,856)	-4317%
Use of Funds/Savings	\$ 29,590	\$ -	\$ 29,590	100%
Total	\$ 145,700	\$ 114,472	\$ 31,228	21%
DISBURSEMENTS				
Security	\$ -	\$ -	\$ -	-
Shorefront Maintenance	\$ 74,000	\$ 69,282	\$ 4,718	6%
Building Maint/Utilities	\$ 15,000	\$ 8,412	\$ 6,588	44%
Property Improvements	\$ -	\$ -	\$ -	-
Office/General	\$ 18,000	\$ 19,689	\$ (1,689)	-9%
Insurance	\$ 7,800	\$ 5,780	\$ 2,021	26%
Legal	\$ 18,000	\$ 8,236	\$ 9,764	54%
Zoning	\$ 5,000	\$ 2,200	\$ 2,800	56%
PO Web	\$ -	\$ -	\$ -	0%
Ann. Acctg /Tax Software	\$ 4,400	\$ 2,930	\$ 1,470	33%
Beautification Com.	\$ 3,500	\$ -	\$ 3,500	100%
Sidewalks	\$ -	\$ -	\$ -	-
Total	\$ 145,700	\$ 116,529	\$ 29,171	20%
NET INCOME (LOSS)	\$ -	\$ (2,057)	N/A	

Account Balances	
Bank of America	As of 5/8/26
Checking	\$27,724.80
Saving	\$20,008.21
7 month CD	\$40,944.40
12 month CD	\$41,190.60
BOA total balance	\$129,868.01

2026/27 Mil Rate Sensitivity Analysis

	2025/26 Market Valuation	2026/27 Market Valuation
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A. 2025 Taxable Assessment of District 5 parcels (After 70% assessment ratio)	\$ 327,368,600	\$ 326,707,400
B. 2025 Exemption valuation of District 5 parcels	\$ (1,624,500)	\$ (3,383,815)
C. Baseline 2025 POST EXEMPTION Assessment of D5 parcels	\$ 325,744,100	\$ 323,323,585

POA District 5 Estimated Tax Revenue by Mil Rate Options :					
	Assess. *	Mil Rate	=	2026/27 Tax Rev.	Y/Y
Mil rate 5	E *	0.000500	=	\$ 161,662	53.82%
Mil rate 4.5	E *	0.000450	=	\$ 145,496	38.44%
Mil rate 4.25	E *	0.000425	=	\$ 137,413	30.75%
Mil rate 4.0	E *	0.000400	=	\$ 129,329	23.06%
Mil rate 3.5	E *	0.000350	=	\$ 113,163	7.68%
Mil rate 3.25	E *	0.000325	=	\$ 105,080	-0.02%
Mil rate 3.0	E *	0.000300	=	\$ 96,997	-7.71%

Budget 25/26 \$ 105,097.00

Bontatibus Floors LLC

170 FORT PATH RD
 UNIT # 8
 MADISON CT 06443

Invoice

Invoice #: 14112
Invoice Date: 2/2/2026
Due Date: 2/2/2026
Case:
P.O. Number: peter/vinnie

Bill To:

PINE ORCHARD ASSOCIATION
 180 PINE ORCHARD RD
 BRANFORD CT 06405

Description	Hours/Qty	Rate	Amount
<p>PETE 203-215-9560 /// VIN 20-410-4428</p> <p>PREP WORK FLOOR HAD TO BE SCRUBBED BEFORE YOU COULD THINK OF BUFFING AFTER STRONG CLEANING LOOSE TILE WHERE PICK UP OLD ADHESIVE WAS SCRAP OFF THE CONCRETE IT WAS LIKE SOUP THE CONCRETE HAD TO BE DYED WHILE THE FLOOR WAS DRYING THE BACK OF THE TILE HAD TO BE CLEAN OF ANY ADHESIVE AND DRY AS WELL</p> <p>WHEN FLOOR WAS DRY IT WAS PRIMED AGAIN AND SAME TILE WERE REINSTALLED</p> <p>THE BIGGEST PROBLEM WITH THAT FLOOR IS MOISTURE (NOT OUR FAULT) THAT CONCRETE WAS PRIMED (NOT WITH HOME DEPOT PRODUCT) BUT PRODUCT PURCHASE FROM SHAW THEMSELVES THERE IS NOT ENOUGH CONSENT HEAT AT 60 DEGREES SHOULDER HEIGHT IT'S SOME WHERE BETWEEN 20 AND 40 DEGREES AT YOUR FEET SO WHEN THE HEAT IS OFF THAT FLOOR IS IN THE TEENS IF THAT HIGH YOUR GETTING CONDENSATION PLUS VERY COLD CONCRETE THE COLD CAUSE THE FLOOR TO SHRINK THE CONDENSATION SLIPS IN AND MOISTURE GOES TO WORK. IN THE SUMMER THIS CONCRETE HAS THE SAME PROBLEM. WITH THE AIR BEING WARMER AND THE CONCRETE BEING COLD. SOME TIMES YOU WILL FEEL A SLIPPERY FLOOR BECAUSE OF IT 4 MEN 60 HRS PLUS SUPPLIES</p>		3,300.00	3,300.00

please send check
 BONTATIBUS FLOORS 36 ROSE ST UNIT 409 BRANFORD 06405

Total	\$3,300.00
Payments/Credits	\$0.00
Balance Due	\$3,300.00

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170 FORT PATH RD
 UNIT # 8
 MADISON CT 06443

Invoice**Invoice #:** 14112**Invoice Date:** 2/2/2026**Due Date:** 2/2/2026**Case:****P.O. Number:** peter/vinnie**Bill To:**

PINE ORCHARD ASSOCIATION
 180 PINE ORCHARD RD
 BRANFORD CT 06405

Description	Hours/Qty	Rate	Amount
AS AGREED A HOUSE CREDIT OF \$1300.00 HAS BEEN APPLIED TO INVOICE LEAVING A BAL OF \$2000.00			

please send check
 BONTATIBUS FLOORS 36 ROSE ST UNIT 409 BRANFORD 06405

Total	\$3,300.00
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Payments/Credits	-\$1,300.00
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Balance Due	\$2,000.00
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Bontatibus Floors LLC

170 FORT PATH RD
UNIT # 8
MADISON CT 06443

Invoice

Invoice #: 14112
Invoice Date: 2/2/2026
Due Date: 2/2/2026
Case:
P.O. Number: peter/vinnie

Bill To:

PINE ORCHARD ASSOCIATION
180 PINE ORCHARD RD
BRANFORD CT 06405

Description	Hours/Qty	Rate	Amount
<p>PETE 203-215-9560 /// VIN 20-410-4428</p> <p>PREP WORK FLOOR HAD TO BE SCRUBBED BEFORE YOU COULD THINK OF BUFFING AFTER STRONG CLEANING LOOSE TILE WHERE PICK UP OLD ADHESIVE WAS SCRAP OFF THE CONCRETE IT WAS LIKE SOUP THE CONCRETE HAD TO BE DYED WHILE THE FLOOR WAS DRYING THE BACK OF THE TILE HAD TO BE CLEAN OF ANY ADHESIVE AND DRY AS WELL</p> <p>WHEN FLOOR WAS DRY IT WAS PRIMED AGAIN AND SAME TILE WERE REINSTALLED</p> <p>THE BIGGEST PROBLEM WITH THAT FLOOR IS MOISTURE (NOT OUR FAULT) THAT CONCRETE WAS PRIMED (NOT WITH HOME DEPOT PRODUCT) BUT PRODUCT PURCHASE FROM SHAW THEMSELVES THERE IS NOT ENOUGH CONSENT HEAT AT 60 DEGREES SHOULDER HEIGHT IT'S SOME WHERE BETWEEN 20 AND 40 DEGREES AT YOUR FEET SO WHEN THE HEAT IS OFF THAT FLOOR IS IN THE TEENS IF THAT HIGH YOUR GETTING CONDENSATION PLUS VERY COLD CONCRETE THE COLD CAUSE THE FLOOR TO SHRINK THE CONDENSATION SLIPS IN AND MOISTURE GOES TO WORK. IN THE SUMMER THIS CONCRETE HAS THE SAME PROBLEM. WITH THE AIR BEING WARMER AND THE CONCRETE BEING COLD. SOME TIMES YOU WILL FEEL A SLIPPERY FLOOR BECAUSE OF IT 4 MEN 60 HRS PLUS SUPPLIES</p>		3,300.00	3,300.00

please send check
BONTATIBUS FLOORS 36 ROSE ST UNIT 409 BRANFORD 06405

Total

Payments/Credits

Balance Due

Connecticut Irrigation, L.L.C.

454 EAST MAIN STREET
BRANFORD, CT 06405

TEL. (203) 488-4409/ FAX (203) 315-0418

Email: info@ctirrigationllc.com

Contractors No. 0277507-P1/ HIC.0623759

Date: October 7, 2025

Date: March 30, 2026 Revised

Owner: Pine Orchard Association

Service Site: 0 Spring Rock Rd, Branford, CT 06405

C/o David Scheer

Phone: 203-530-4464

Email: tzscheer@gmail.com

IRRIGATION SPECIFICATIONS

1. Lawn Sprinkler/Irrigation System

\$ 2,500.00 Plus Tax

Install a (2) zone lawn sprinkler irrigation system in the common area located at the end of Spring Rock Rd using:

- (1) 825Y 3/4" Febco Backflow Preventer
- (1) Hunter X2-1400 Time Controller
- (1) Rain Sensor
- (8) Hunter PGP Rotary Heads
- (2) Hunter Valves
- (1) Valve Box

PLEASE NOTE:

The Pine Orchard Association must provide electricity to operate the controller, the meter pit and the shut off for irrigation system.

2. Maintenance of Lawn Irrigation System

A. Open Lawn Sprinkler System

\$ 110.00 Plus Tax

We will open, run, and check the lawn sprinkler/irrigation system in the spring of the year to ensure proper head pop up, rotation and spray accuracy. We will also check the backflow and entire system for leaks and proper function.

B. Winterize Lawn Sprinkler System

\$ 110.00 Plus Tax

We will shut the system down using compressed air to properly winterize your lawn irrigation system.

We hereby propose to furnish labor and material in accordance with the above specifications, which includes all plumbing work necessary to install sprinkler system.

Lawn sprinkler system will be warrantee **2 Years** from date of installation providing that Connecticut Irrigation LLC opens, services and winterizes system.

PLEASE NOTE:

Connecticut Irrigation, LLC will not be responsible for damaged electrical lines which are not buried to code, underground/invisible dog fence lines due to depth of lines, and/or septic system piping and or associated electrical which are not buried to code (18"). Connecticut Irrigation recommends homeowners to mark out under-ground dog fence lines to avoid damage, but as stated above cannot be guaranteed due to depth lines. Homeowners Initials

Payment Terms: One third of contract amount shall be deposit upon signing of the contract and balance shall be due in full upon completion of job.

Additional Provisions: In the event of nonpayment of any progress invoice due within 10 days of invoice date, Connecticut Irrigation LLC may cease all work here under with no further obligation to perform the balance of the specifications herein. If Connecticut Irrigation, LLC must pursue legal action to collect any unpaid sums due here under, the homeowner shall be responsible for all costs of collection including reasonable attorneys' fees.

The parties agree that Connecticut Irrigation, LLC shall not be responsible to repair or replace any work, which has been damaged or destroyed due to an act of God; including but not limited to damage caused by torrential rain, tornado or hurricane.

This agreement shall be binding upon the successors, assigns, heirs, executors and administrators of the parties hereunder.

Connecticut Irrigation, LLC

Date

I/We have read the terms stated herein, they have been explained to me/us, and I/we find them to be satisfactory and hereby accept them.

Homeowner/s

Date

NOTICE OF CANCELLATION

You may cancel this transaction, without penalty or obligation, within three business days of the above date of contract acceptance. If you cancel, any property traded in, any payments made by you under the contract or sale, and any negotiable executed by you will be returned within ten business days following receipt by the seller of your cancellation notice, and any security interest arising out of the transaction will be cancelled. If you cancel, you must make available to seller at your residence, in substantially as good condition as when received, any goods delivered to you under this contract or sale; or you may, if you wish, comply with the instructions of the seller regarding return shipment of the goods at the seller's expense and risk. If you do make the goods available to the seller and the seller does not pick them up within twenty days of the date of Cancellation, you may retain or dispose of the goods without any further obligation. If you fail to make the goods available to the seller, or if you agree to return the goods to the seller and fail to do so, then you remain liable for the performance of all obligations under this contract. To cancel this contract, mail or deliver a signed and dated copy of this cancellation notice or any other written notice to:

Seller: **Connecticut, Irrigation, LLC**
Address: **454 East Main Street**
Branford, CT 06405

No later than midnight of _____ I hereby cancel this transaction.

Buyer's signature: _____ Date: _____

Proposal for Beautification of Town Property South of Spring Rock Road

Submitted by:

Pine Orchard Association Beautification Committee

Chair:

David Scheer

Members:

Niall Ferguson

John Grathwol

Matt Barez (President of POA Board)

Tracey Scheer (ex officio)

Date:

March 30, 2026

Overview

The Beautification Committee proposes a coordinated plan to improve, stabilize, and maintain the town-owned property located south of Spring Rock Road in Pine Orchard, Branford.

Following a meeting earlier this month with First Selectman Josh Brooks, the Town has agreed to cover all costs associated with the proposed work, with the exception of fertilizer, pesticides, herbicides, and related treatments, which will be authorized and paid for by the Pine Orchard Association (POA).

The intent of this proposal is to enhance visual appeal, improve the long-term sustainability

of plantings, reduce invasive growth, and establish a manageable maintenance program in collaboration with adjacent property owners. This area is a frequently used and valued amenity for POA residents but has, in recent years, fallen into disrepair and become overrun with weeds. A modest, coordinated investment by the Town and POA will significantly improve its condition and usability.

The Committee proposes to begin this work immediately. Time is of the essence, as pre-emergent weed control must be applied during the month of April.

Site Description & Measurements

Lawn Area

- Gross area: approximately $132 \text{ ft (L)} \times 35 \text{ ft (W)} = 4,620 \text{ sq ft}$
- Net usable lawn area (adjusting for plantings, bench, memorial, etc.): $132 \text{ ft} \times 28 \text{ ft} = 3,828 \text{ sq ft}$

Sloped Area (between lawn and shoreline walkway)

- East side: $22 \text{ ft} \times 24 \text{ ft} = 528 \text{ sq ft}$
- West side: $22 \text{ ft} \times 4 \text{ ft} = 88 \text{ sq ft}$
- Total slope area: 616 sq ft

Proposed Scope of Work

1. Install a spray irrigation system for approximately 3,800 sq ft of lawn
2. Install a drip irrigation system for approximately 616 sq ft of slope
3. Plant creeping juniper or similar low-maintenance groundcover on the slope
4. Clean and restore the southeast corner of the slope (weeds, Rosa rugosa, pine shoots)
5. Trim pines (east) and privets (west) with neighbor consultation (Ferguson and Scheer)
6. Grind and remove 5 tree stumps in the area.
7. Edge and mulch beds on Town property
8. Create a circular planting bed around the Tally Sepot Memorial and plant bulbs (annuals to be planted by residents as desired)
9. Drill seed lawn in fall
10. Apply pre-emergent weed control in spring (POA Responsibility)
11. Contract for a fertilization and weed control program for summer 2026 (pesticides, herbicides, and related treatments to be authorized and funded by the POA)

Ongoing Maintenance

- Weeding of beds and slope (Town)
- Irrigation monitoring and adjustment (Town/CT Irrigation)
- Periodic mulching, edging (Town)
- Fertilization, and weed control (POA)

Coordination with Town Public Works

- Repair of the cracked shoreline walkway between the slope and the shore
- Repair of the curb at the street, which was damaged by snow plow activity

Conclusion

Approval of this proposal will allow the Committee to proceed immediately with contracting for the spring weed control program and to obtain proposals for irrigation, planting, and ongoing maintenance for submission to the Town.

Report for Office Manager for March and April 2026

- 1) **POA Tax Collection:** Next action: May 2026 – communicate rate to town and QDS
 - a. Quote from QDS received
 - b. Ordered 1,000 envelopes
 - c. Will send off TAX rate for new bill in May for printing
 - d. Will schedule audit for July.

- 2) **Zoning:** Defer to Thomas Roche

- 3) **2026 Annual Meeting:**
 - a. Secured the Chapel for Monday July 6th at 7PM for annual meeting
 - b. All current POA Board Member can attend (no vacation plan conflicts)

- 4) **Outreach:**
 - a. We have 76% coverage via email for all POA residents (510 emails).
 - b. I continue to get back to 90% of the POA inquiries within 24 hours.
 - c. Sent out 5 welcome letters this period (feedback from postcard mailing).

- 5) **Building:**
 - a. Floor downstairs continues to stay dry, no oozing of glue.
 - b. Garage Rental – defer to Andrew Ruff
 - c. Wrote up an initial release of the Office Managers Operation Guide. I need volunteers to read through the doc to improve clarity. Using AI to help rewrite the doc.
 - d. Putdown fertilizer on the POA lawn.

- 6) **Community:**
 - a. Will continue to support the Union Chapel with email announcements of their 2026/27 events.
 - b. *Neighborhood Secure* webpage is up to date. No new activity since March 3rd, 2026 (car break-in and vehicle stolen).
 - c. Will send our next week the annual request for residences to cut back their growth to ensure open site lines for drivers.
 - d. Need to realign the traffic mirror at Elizabeth and POA Road.