

"31 May 1993
Pine Orchard, CT

TO THE EXECUTIVE BOARD OF
THE PINE ORCHARD ASSOCIATION

At the Call of the President, there will be a Special Meeting of the Board at the Municipal Building, 180 Pine Orchard Road, at 8:00 PM, Monday, 14 June 1993 to:

1. Consider and adopt a budget for 1993-4, in accordance with recommendations of the Treasurer.
2. Receive and act on the assessment list as prepared by the Clerk, pursuant to law.
3. Lay atax and arrange for its collection.
4. Receive and approve the slate of candidates submitted by the nominating committee for the four upcoming vacancies on the Executive Board.
5. Hear preliminary reports from committee chairmen, in preparation for presentation at the Annual Meeting, to be held on Monday, 12, July, 1993.
6. Transact any other business which may come before the meeting.

Attest,

Earl P. Carlin - President"

MINUTES OF A SPECIAL MEETING OF THE EXECUTIVE BOARD
OF THE PINE ORCHARD ASSOCIATION
June 14, 1993

President Carlin convened the meeting at 8 PM. Present were: Earl Carlin, Bob Corley, Shelia Giordano, Dick Greenalch, Joe Healy, Ed Johnson, Jim McNeil, Ed Reynolds, and Bob Sherwood.

Mr. Sherwood presented a budget for 1993-1994 of \$66,600. Waterfront maintenance was targeted for a major increase in appropriation to \$10,000 from an actual this year of approximately \$4,500. The proposed budget would have necessitated raising the mil rate from .8 mils to .9 mils. The Board agreed to a revised budget of \$61,600 by reducing the accrual for the next new police car. This will permit holding the rate at .8 mils. The revised budget was approved eight to one, Mr. Sherwood opposed.

The Nominating Committee submitted the following slate of candidates to fill the four Executive Board vacancies created by expired terms: Earl Carlin, Shelia Giordano, Robert Valley and John McGrail. The slate was unanimously accepted.

President Carlin expressed the appreciation of the Executive Board for the many years of service to the Association performed by retiring board members Jack Tweed and Ed Reynolds.

Committee Chair Reports:

Fire/Association Property: In the absence of Jack Tweed, the President made these comments:

In April, the President was informed by Chief Mullen of the Branford Fire Dept. that no change is contemplated in the apparatus for Pine Orchard's Engine Co. #6, "during 1993, and perhaps for longer." Therefore, it is recommended that

the Board defer any consideration of modifications to the structure until such needs are more clearly defined. The Board agreed, and also agreed to defer painting the firehouse for a year, or until surplus funds surface.

The President pointed out that there are serious maintenance and/or repair problems along the waterfront and the existing rights-of-way. These are the wooden stair structures at the ends of Spring Rock and Crescent Bluff Roads, and Halstead Lane. Most of these require immediate action for safety reasons. The other problems have to do with seawalls, seawall walks, railings and steps; generally, concrete and metalwork. After considerable discussion, the Board agreed to authorize Jim McNeil (who has graciously agreed to help Jack Tweed with these tasks) to negotiate the carpentry repairs (stairs, etc.) on a time and material basis, so that the work can be done as soon as possible. McNeil was further asked to bid and have the seawall work proceed immediately.

Branford Public Works - Giordano:

Road line-striping on Island View Ave. will be done by Norm Connel for the Association in the immediate future. New and replacement traffic signs are to be installed; final determination of extent to be subject of Branford Police Commission meeting this week.

Major pothole on Pasadena Ave. to be filled this week.

Clarification of no-parking zones on Club Parkway at the Pine Orchard Club is needed. Mr. Greenalch offered to take up with the Club.

Planning Committee - Greenalch:

Reported issuing a reminder to Matthew Gailey that individual properties at Juniper Point will require zoning approval by Pine Orchard before building permits can be issued by Branford.

Apprised the Board of two upcoming public hearings; one on a Special Permit application to divide the Carlin Grove Ave. property into two lots; and the second, on the planned location of a new structure at the Pine Orchard Club.

Police - Healy:

Three Radar Warning signs are in place. Officer Hutchins' long and distinguished career as Pine Orchard's premier guardian is probably winding down. The State plans to replace the RR Crossing stop sign on Totoket Road with a warning light within two years.

Corley is to prepare a paragraph on the findings of the committee on police needs, for a Presidents's newsletter.

Zoning - Johnson:

Zoning applications and approvals continue in a routine manner; no unresolved issues.

The meeting adjourned at 10 PM.

Respectfully submitted,



R. O. Corley
for Elaine Littlehales, Clerk

"18 June 1993

TO ALL PROPERTY OWNERS QUALIFIED TO VOTE AT THE ANNUAL MEETING OF THE PINE ORCHARD ASSOCIATION ("Every member of the association of the age of EIGHTEEN YEARS or over so long as he or she continues to own real estate within the limits of said association..." See Sec, 4 of By-Laws).

The Annual Meeting of the Pine Orchard Association will be held at the Pine Orchard Chapel, Pine Orchard, Connecticut on Monday, July 12, 1993 at 8:00 PM, promptly, 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 Executive Board and its nominating committee proposed the following for a three year term:

Earl Carlin, Shelia Giordano, John McGrail, Robert Valley

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

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

Attest:
Earl Carlin - President
Elaine Littlehales - Clerk

<u>FINANCIAL SUMMARY</u>	<u>EXPENSES</u>		<u>PROPOSED BUDGET</u>
	1992-93	<u>Budget</u>	<u>1993-94 Budget</u>
Police	\$43,700	\$53,610	\$40,900
Firehouse	8,150	4,367	5,000
Town Reimbursement	(4,500)	(4,500)	(5,000)
Office/General	4,500	3,446	4,700
Insurance	5,000	4,431	5,000
Legal/Zoning	1,000	511	1,000
Waterfront	<u>2,500</u>	<u>4,463</u>	<u>10,000</u>
Totals	\$60,350	\$66,328	\$61,600

Cash balance estimated June 30, 1993\$6,071

1992-93 Grand List \$74,895,480

1993-94 Grand List \$75,113,249 .8 Mil rate = \$60,091 "

MINUTES OF THE ANNUAL MEETING July 12, 1993

President Earl Carlin called the 91st Annual Meeting of the Pine Orchard Association to order at 8:02 PM in the Pine Orchard Union Chapel Building. There were approximately 60 people in attendance.

After thanking the Chapel Committee for allowing us to use the building, and Diane Pendleton and Kathy Forbes for acting as checkers at the door, Mr. Carlin entertained a motion that the reading of the previous meeting's minutes be waived.

Certificates of appreciation for many years of service to the community as members of the Executive Board, were awarded to Jack Usher, Jack Tweed and Ed Reynolds, all of whom have retired from the Board.

As there were no nominations for Board members from the floor, the Clerk was directed to cast one ballot for the slate proposed by the nominating committee. Elected for three year terms were: Earl Carlin, Sheila Giordano, John McGrail and Robert Valley.

Committee reports were given and all questions held until the end of all reports.

Treasurer Bob Sherwood read a statement from the auditors, Seward and Monde, who found all finances in order. A copy of the report is attached to and considered part of, these minutes. The budget for 1993-94 is \$61,600, based on a grand list of \$75,113,249 and a mill rate of 0.8. He reminded members that the financial statements are available for review by members of the Association at any time.

Public Works Chair Sheila Giordano reported that striping on the pavement on Island View Avenue, after many requests, has been done. Half a dozen "no parking" and "stop" signs will be re-erected in various location during the next two weeks. Birch Road is scheduled to be repaved soon.

Planning Committee Chair Dick Greenalch gave a brief rundown of the responsibilities of the committee and reported that 3 matters have come before them this year. They are: Juniper Point Development roads and utilities, now underway and the proposed division of a lot into two lots and the Pine Orchard Yacht and Country Club requesting a special permit to upgrade the Pro Shop. Both of these will require a public hearing.

Police Chair Joe Healy read the police report (attached to and considered part of these minutes) and added that three "Radar Patrolled" signs have been erected at the borders of Pine Orchard to help keep down speeding.

Zoning Chair Ed Johnson reported that during the course of the year there were 8 formal applications for building permits. Six of these were approved and of the two denied, one was approved by the Board of Zoning Appeals. He also noted that the committee has been getting answers back to applicants 3 or 4 days after the information reaches the committee.

Health, Sanitation and Waterfront Chair Jim McNeil reported that several right-of-ways to the beach are in need of (or have recently been) repair. Crescent Bluff steps have been repalced and tied in to granite for the summer. Selden Avenue has been repaired and minor patch work don on Island View. Spring Rock Road wooden steps have been repaired and three estimates obtained for the cement work and pipe rail. This work should start by the end of July. Replacement of the steps at Halstead Land and Spring Rock Road will be done soon.

Fire Chair Jack Tweed introduced Captain Johnson of Co. 6 who reported that membership is increasing. He in turn introduced Jeff Oats, his first lieutenant, who gave a run down of the 100 calls the Company responded to last year (11 were motor vehicle accidents). Membership is now 8 active, 6 social members and 4 EMTs. There will be a finance drive soon and he asked for support so they can stay in Pine Orchard.

Questions were entertained from members; Old Business first:

Val Everson asked what was being done about the standing water hazard at the end of Chapel Drive, which he reported last year. Sheila Giordano replied that the Town has been notified but it is low on their list and expensive. Erskine Crossley opined that this and other similar wet spots could be rectified by filling with gravel. David Schaffer noted that a similar problem exists at the corner of Spring Rock Road and Elizabeth St. He has reported it to the Town, which in turn has reported it to the State.

Diane Pendelton asked who was in charge of maintaining grass and shrubs on the sides of the right-of-ways to the beach, Chapel Drive in particular. The answer was, no one, although adjacent property owners have always taken care of it in the past. Bud Pilling asked who was responsible for mowing grass along the sides of the road. Earl Carlin responded that perhaps the stretch in question was Town property, and he will look into it.

Val Everson proposed that a complete financial report be sent to every member along with the call to the Annual Meeting, and he so moved. There was some discussion on this motion but it was not seconded.

Val Everson, speaking as a member of the Board of Fire Review, raised the issue of new and heavier equipment being considered for the Pine Orchard Co. 6 and the need to reinforce the floor of the firehouse to accommodate it. He maintained that the President never answered the Commission's letter, and the information given Mr. Carlin by the Fire Chief, (that it would be several years before this equipment would be purchased for Pine Orchard) was incorrect and not within his authority to give. Mr. Carlin had no knowledge of this letter and requested a copy in order to proceed through proper channels.

Under New Business, in response to an item in the June 21st Newsletter, Lou Grenon raised the issue of the "potato post" recently toppled and re-erected at Crescent Bluff and Pine Orchard Road. The neighbors like it there and took it upon themselves to raise it when it appeared that it might be moved to a different location. Gabe Gennette objected to the fact that this decision to relocate the post had been arrived at without consulting the neighbors. Members would like to be consulted on issues of this nature, and Mr. Carlin noted this recommendation.

Both posts in question are probably on State property now, since 146 is a State highway. Mr. Carlin read from a letter from Commissioner Frankle of the Department of Transportation stating that they have no objection to the post at the corner of Pine Orchard Road and Blackstone Avenue being removed. Al Engstrom reported that he had a petition signed by 38 voting members wishing the post(s) repositioned where they have always been and not elsewhere. A suggestion was made to position the post farther back from the road so it would not obstruct motorist's line of sight at the corner. After considerable discussion, a motion was made and seconded to vote on how many of those present had any real objection to moving the post and would like it to stay. Discussion questions touched on the volunteers' liability should the post be repositioned at the corner and the probability that there would be no liability if it was placed exactly where it has been. After the motion was reiterated, a show of hands resulted in 29 Yes and 9 No votes. Mr. Carlin then told those interested to do what they liked, but that the Association will take no responsibility for the post either way and will not be liable for them in the future.


Bimi Herget reported on very fast traffic rounding the corner of Pine Orchard and Totoket Roads, especially early mornings on summer weekends. She also noted the many bikers and walkers in the area, due in part to the nearby Land Trust walking area. Mr. Healy offered to take the matter to the police for suggestions to reduce speeding. Bud Pilling suggested that since it was such a bad corner, 15 MPH signs be erected.

Mr. Carlin asked any interested in repairing the broken balustrade by Young's Pond

to get in touch with Ed Johnson and join the 2 or 3 who have already expressed an interest. Frank Malinconico raised the issue of the large number of roaming dogs in the area and asked if there was some way the leash laws could be enforced.

The meeting was adjourned at 9:25 PM.

Respectfully submitted,

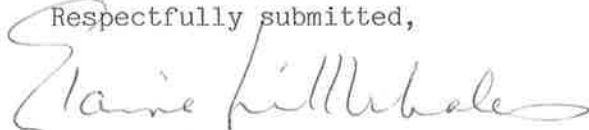


Elaine Littlehales
Clerk

MINUTES OF A SPECIAL MEETING OF THE EXECUTIVE COMMITTEE HELD IMMEDIATELY AFTER THE
ANNUAL MEETING

As Chairman of the Nominating Committee, Bob Corley nominated the following as officers of the Executive Board for the year: Earl Carlin, President; Dick Greenlch, Vice-President; Elaine Littlehales, Clerk; Robert Sherwood, Treasurer. All were duly elected. The meeting was adjourned at 9:32 PM.

Respectfully submitted,



Elaine Littlehales
Clerk

8 September 1993, Pine Orchard, Connecticut

TO THE EXECUTIVE BOARD OF THE PINE ORCHARD ASSOCIATION:

At the call of the President, there will be two public hearings, followed by a meeting of the Executive Board, on Monday, September 27, 1993 at 8:00 pm at the Pine Orchard Yacht and Country Club. PLEASE NOTE THIS WILL BE AT THE CLUB, NOT THE MUNICIPAL BUILDING.

1. To hear and act upon an application for a Special Permit under Section V, Paragraph C of the Zoning Ordinance of the Pine Orchard Association from the Pine Orchard Yacht and Country Club to construct: a new Golf & Tennis Pro Shop (to replace existing structures), two new Tennis Courts & to Rebuild two existing Tennis Courts, and a new Golf Course Equipment Maintenance & Storage Facility.
2. To hear and act upon an application for a Special Permit under Section V, Paragraph C of the Zoning Ordinance of the Pine Orchard Association from Louise and Earl Carlin to divide a lot at the northeast corner of Grove and Pasadena Avenues, existing as of the effective date of these regulations, into two lots.
3. To transact any other buisness which may come before the meeting.

Attest,

Earl P. Carlin, President

MINUTES OF TWO PUBLIC HEARINGS

President Earl Carlin called the hearing to order at 8:00 PM, Monday, September 27, 1993 in the Pine Orchard Yacht and Country Club. There were approximately 13 in attendance. Elaine Littlehales, Clerk, read the call to the meeting.

Noland Murphy, President of the Club, gave the Board a brief description of the proposed Phase Three of Club Renovations. He introduced Vin Giordano, Chariman of the Redevelopment Program, who introduced Architect Eric Epstein and site specialist Bill Aniskovich. These gentlemen gave a detailed explanation, with charts and maps, of the proposed changes to the existing tennis courts, pro shop and maintainance buildings. At the conclusion of their presentation, the following questions were asked and answers given as noted:

John Hatton. Q. - How much of the area, which is flood plain, can be paved; how much of it utilized? What are the regulations concerning building height? Is there any regulation concerning parking density?

A. - There is no specific regulation on parking density. There is a regulation directed at the size of a parking lot, but not for what portion can be paved. Yes, there are regulations determining building height for residences, and the plans are within those regulations. The new building will probably be 2 feet heigher than the present structure.

Q. - Will the vending machines be put inside rather than outside as they are now? A. Yes.

Dick Greenalch read the proposal of the Planning Committee of the Pine Orchard Association (which is attached to and considered part of these minutes), accepting the porposal of the POY&CC.

Pam Simonds, Q. - We have met with the Planning Committee form the Club and they have agreed to extend the line of tall plantings to block our view of the maintainance buildings. Will you please write this concern of ours into the proposal?

A. Yes.

Sue Malinconico. Q. - Will the roads be closed for any appreciable time during construction? A. Yes, but not for more than two or three hours.

Tom Carleton. Q. - Are there any plans for additional parking on Club Parkway? A. The courts are almost on the property line, so there is not much room for additional parking, but if we are able to, we will provide more.

At 8:50 PM Mr. Carlin declared the public hearing closed, there being no more questions or comments. Mr. Corley moved that the recommendation of the Planning Committee, with the addition of Mrs. Simond's request for a tree barrier, be accepted. The motion was seconded and approved unanimously.

At 8:55 PM, Monday, September 27, 1993, a public hearing on the proposal of Louise and Earl Carlin to divide their lot on Grove Avenue into two parcels was declared open by Bob Corley, past president of the Pine Orchard Association, Mr. Carlin having disqualified himself. None of the affected neighbors were in attendance.

Mr. Carlin explained the proposed plan to the Board, pointing out on the map that it was basically a reconfirmation of two lots which show on the old maps, the new configuration bringing the second lot into compliance with zoning regulations.

Mr. Greenalch read a statement from the Planning Committee approving the plan (attached to and considered part of these minutes), and after a few questions and answers on particulars of the plan, Mr. Greenalch moved that the Board accept the application as presented. The move was seconded and approved unanimously.

The public hearing was declared closed at 9:00 PM

Respectfully submitted , Elaine Littlehales, Clerk

MINUTES OF A SPECIAL MEETING OF THE
EXECUTIVE BOARD OF THE PINE ORCHARD ASSOCIATION
September 27, 1993

President Earl Carlin opened the meeting at 9:00 PM, immediately following two public hearings, at the Pine Orchard Yacht and Country Club. Present were: Earl Carlin, Bob Corley, Richard Greenalch, Joe Healy, Ed Johnson, Elaine Littlehales, Bob Sherwood, Jim McNeil, Linda Holmes, Bob Valley and John McGrail.

Treasurer Bob Sherwood reported that as of the end of August we had \$49,000 on hand. All but a dozen or so taxes have been collected, including one that had been delinquent several years. Ed Johnson asked if Kurt Schwanfelder had paid the second \$1,000 he owes, and if not, weren't there time restraints in the original agreement? He has not, and the Board agreed it was time to take some action. Mr. Carlin will do so.

Jim McNeil reported on the repairs to the waterfront and included his suggestions for areas that still need attention. In brief, new wooden steps were provided for Crescent Bluff and new cement steps made and the seawall walkway repaired on Spring Rock Road, and a railing repaired at the Breakwater. There was considerable discussion on the Association's responsibility in this area: it is not Association property as such, but it is something the Association has taken care of for many years, often at no cost. At present, there is no one willing to make these repairs gratis. We are presently half-way through the \$10,000 budgeted. The question was posed as to the possibility of instituting a regular maintenance program which would avoid major repairs being necessary. Dick Greenalch reported that the Club is presently surveying, appropriating funds, and preparing to do some major work on the Breakwater.


The status of the Firehouse was addressed and Mr. Carlin confirmed that the Town has no plans in this fiscal year of obtaining new equipment for Pine Orchard. We will not take any action toward strengthening the floor until we know what will be necessary. The question was raised as to who will pay. It was agreed that the Town should, but there is no record on our original deal with the Town on the firehouse rent.

Joe Healy brought up the issue of realtors advertising homes in Pine Orchard which are really not. We sent letters reminding them of this several years ago, and agreed to do it again.

Ed Johnson asked if anyone had shown interest in the balustrade restoration project at Young Pond. He is still interested and will coordinate the effort.

The meeting was adjourned at 9:30 PM

Respectfully submitted,


Elaine Littlehales, Clerk

SEWARD AND MONDE

CERTIFIED PUBLIC ACCOUNTANTS

296 STATE STREET

NORTH HAVEN, CONNECTICUT 06473

INDEPENDENT AUDITORS' REPORT

The Pine Orchard Association

Executive Board

Pine Orchard, Connecticut

We have audited the accompanying statement of cash receipts and disbursements of The Pine Orchard Association for the year ended June 30, 1993. This financial statement is the responsibility of the Association's management. Our responsibility is to express an opinion on this financial statement based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the statement of cash receipts and disbursements is free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the statement of cash receipts and disbursements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall presentation of the statement of cash receipts and disbursements. We believe that our audit provides a reasonable basis for our opinion.

As described in the note to financial statement, the statement of cash receipts and disbursements is prepared using the cash basis of accounting, which is a comprehensive basis of accounting other than generally accepted accounting principles.

In our opinion, the statement of cash receipts and disbursements referred to above presents fairly, in all material respects, the cash receipts and disbursements of The Pine Orchard Association for the year ended June 30, 1993, on the basis of accounting described in the note to financial statement.

July 1, 1993

Seward and Monde

THE PINE ORCHARD ASSOCIATION
STATEMENT of CASH RECEIPTS and DISBURSEMENTS
Year ended June 30, 1993

Receipts:

Tax collections:

Current year assessment	\$59,564.87
Prior year assessment	255.24
Interest on delinquent collections	389.27
Interest on savings accounts	638.76
Firehouse rental - Town of Branford	4,500.00
Zoning cost recovery	55.00
Mooring fees	800.00
Building permits	70.00
Miscellaneous	<u>1,839.52</u>

Total receipts

\$68,112.66

Disbursements:

Police department:

Officers and car expense	\$39,508.71
New police car and radar	13,493.00
Shorefront repairs	5,713.00
Insurance	4,431.00
Audit fee	750.00
Postage and miscellaneous	2,286.70
Firehouse costs	4,383.70
Legal and zoning	540.65
Miscellaneous	<u>115.25</u>

Total disbursements

71,222.01

Excess of disbursements over receipts

(3,109.35)

Cash balance, July 1, 1992

9,089.36

Cash balance, June 30, 1993:

Checking account:

Shawmut Bank	\$ 1,967.07
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Savings account:

Branford Savings Bank	<u>4,012.94</u>	<u>\$ 5,980.01</u>
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By: 

Robert B. Sherwood, Treasurer

See note to financial statement.

THE PINE ORCHARD ASSOCIATION
NOTE to FINANCIAL STATEMENT
June 30, 1993

The Association's policy is to prepare its financial statement on the basis of cash receipts and disbursements; consequently, certain revenue is recognized when received rather than when earned, and certain expenses are recognized when paid rather than when the obligation is incurred.

PINE ORCHARD POLICE REPORT
JUNE 20, 1992 - JUNE 19, 1993

MILES PATROLLED -- Old Car	5,727	
New Ford	<u>10,058</u> (Since 10-20-92)	
	15,785	15,785
 MOTOR VEHICLE		
Arrests		32 (1)
DWI		2
Warnings - Written		3
Accidents Covered		4
Radar		89 (6)
 ARRESTS NON-MOTOR VEHICLE		
General		6
Drugs (Possession of Sale)		0
 MEDICAL		
First Aid Given		1
 GENERAL		
Miscellaneous Complaints		312
Vandalism		3
Thefts		2
House Breaks		1
Buildings Checked (Vacant)		1,470
Doors Found Open		10
Fires Reported		3
Dog Complaints		3
Burglar Alarms Answered		24
Property Recovered		1
 YOUNG'S PARK		
Complaints (Drinking, Drugs, After Hours)		10



Pt. William J. Hutchins, Jr.
Pine Orchard Police Department

() PO Residents