

Minutes of The Pine Orchard Association Executive Board Meeting

February 3, 2014

In attendance were the following Board members: Peter Hugret, Patricia Kaplan, Jennifer Aniskovich, Vining Bigelow, John Hughes, Geoff Hotz, Niall Ferguson, Hap Storer, Kenneth Graham and Donald Patenaude.

Also members of the community in attendance were: Stephan Ariyan, M.D., Greg Forbes and Donna Ely.

Board members not in attendance were: Greg Stak and John Donegan

A motion was made by Ms. Kaplan and seconded by Mr. Hotz to approve the minutes of September 16, 2013. The Board members approved the minutes with one abstention, Ms. Aniskovich, who stated that she had not received the minutes electronically.

A motion was made by Mr. Hughes to approve the minutes of November 18, 2013, with an amendment to change the wording that appears in the third sentence of the numbered paragraph 2. from "The motion also included authorizing the firm..." to "The motion also included authorization for the firm...."and to change the wording in the fourth sentence from "A third part of the motion authorizes and directs..." to "A third part of the motion authorized and directed...." Ms. Kaplan seconded the motion and the Board members approved the minutes, as amended, with one abstention, Ms. Aniskovich, who stated that she had not received the minutes electronically.

Correspondence:

Mr. Hugret reported that he received (7) approvals by e-mail and voice from the members of the Pine Orchard Association in favor of the changes in the Proposed By-Laws and no objections. Ms. Aniskovich asked that, from now on, all emails sent to Mr. Hugret as President be forwarded on to the full board when they are the result of seeking member comment or otherwise appropriate. Mr. Hugret agreed with this request.

Report from the By-laws Committee:

Ms. Kaplan, Chairperson of the By-laws Committee, presented the drafts of the two By-laws recommended by the Committee: the first concerns the Nominating Committee appointment process and the second concerns establishing term limits. There were some suggested language changes by board members which were incorporated into the By-Laws proposals. What follows incorporates the suggested changes.

Nominating Committee By-Law

There shall be a Nominating Committee which shall consist of three members of the Executive Board and two members of the Pine Orchard Association who are not on the Executive Board. The Nominating Committee shall be appointed by the Executive Board. The Nominating Committee shall present, no later than the May meeting of the Executive Board, proposed candidates for election or re-election to the Executive Board.

A motion was made by Mr. Hotz and seconded by Mr. Hughes to approve the By-law concerning the Nominating Committee. The motion was unanimously approved by the Board members.

Term Limits

Each member of the Executive Board shall be elected for a three-year term. After serving two consecutive terms, the Executive Board member must vacate his or her position for at least one year before seeking re-election for another term.

A motion was made by Mr. Ferguson and seconded by Mr. Hughes to approve the By-law concerning term limits. The motion was unanimously approved by the Board members.

Transfer of Funds in the Budget:

Mr. Ferguson requested that there be a transfer of funds in the budget. A motion was made by Mr. Hotz and seconded by Ms. Kaplan to transfer funds up to \$2,500.00 from the legal expense line item to the building maintenance/utility line item in order to pay for the repair of the carpentry work that has been done to the front door and garage door at a cost of \$636.44; to cover the plumbing cost of replacing the water supply and gauge estimated to be less than \$500.00 and the demolition cost of \$750.00 to remove the drywall in the garage/storage area and ceiling. If any other transfers are needed, they will be discussed at the May Board meeting. The Board members approved the transfer of funds.

Reports:

President – No report

Vice Presidents – No reports

Tax Collector – Ms. Kaplan reported that she has met with Joanne Cleary, Tax Collector for the Town of Branford and consulted with Attorney Adam Cohen, the attorney for the Tax Collectors' Association. Based on the information she received she presented a time line that includes timing of the tax process and associated policies. The time line and policies are based on the requirements of the Charter and state statutes.

Treasurer's Report – Mr. Ferguson provided the Board members with a copy of the Treasurer's Report as of 1/31/2014(available On the Association's website at www.pineorchardassociation.com under Minutes)

Chair Reports:

Planning/Zoning: Mr. Hughes with Mr. Hugret will arrange for the mailing to the members of the Pine Orchard Association and for the placement in The Sound newspaper, a Legal Notice of the Public Hearing to be held on Wednesday, February 26, 2014, at 7:30 p.m. at the Pine Orchard Association Municipal Building. The purpose of the meeting is to gather input from the public on proposed additions and modifications relating to the definitions of the height of a building, structures and retaining walls.

Police – No report

Fire – Mr. Hotz stated that residents should shovel the snow away from the hydrant and avoid parking cars in front of hydrants.

Building – The issue with repairs was discussed and covered in the Treasurer's Report.

Mr. Storer reported that he has received an estimate in the amount of \$5,460.00 to perform work in the lower garage area. This would cover removal of the wall creating the room at the back door entry and opening the space to the garage. The quote lists the labor cost for the demolition at \$750.00. Mr. Storer recommended deferring other planned expenditures for building maintenance until we are closer to our fiscal year-end when we have more assurance that funds are available for additional transfers to cover expenditures. Other expenditures not covered in this fiscal year would be considered in preparing the budget for the next fiscal year.

Waterfront – Mr. Bigalow reported that the stairs at one of the access points have disappeared. The estimated cost to replace the stairs is \$3,000.

Roads – Mr. Graham reported that Robert DiLieto had sent the Board a letter (Fall of 2013) outlining the water problems they were having in the basement of their property located at One Blackstone Avenue. A letter from the Board was sent to the First Selectmen encouraging resolution of this problem also this past Fall. Mr. Graham met recently with the First Selectmen and reported that he had been informed that there is a third catch basin filled with debris which the Town plans to have cleaned out along with the other two catch basins in the Spring. Mr. Graham said he would notify the DiLieto's of the action to be taken by the Town in the hope that this will take care of the water problem.

Public Comments:

Greg Forbes noted the missing set of stairs in the access area of Waterside Point Avenue and Island View Avenue.

Donna Ely wanted to know who is responsible for maintaining the access point down from the Chapel and Island View Avenue. She was told that the Association is responsible for its maintenance.

Ms. Ely also wanted to know if the properties at 18 Island View Avenue and 29 Island View Avenue are single family dwellings. She reported that there has been great concern by the neighbors because these properties have been rented to 6-8 college students causing considerable noise issues nights and weekends and parking problems for the neighbors. The owners of the dwellings live in Massachusetts. Mr. Hughes advised her that Pine Orchard zoning requires these properties to be single family dwellings. Mr. Hughes requested he be given the opportunity to speak with the owners such that it can be discussed at our next regular meeting on March 17, 2014.

Ms. Ely also reported that although Island View Avenue is a one way street people in the neighborhood are parking on both sides and traffic is going both ways. She was advised that this was a police matter and the police should be called to patrol the area and take whatever action is needed. Mr. Hughes as the Board interface to the Branford Police was to contact the Police.

Dr. Stephen Ariyan – Dr. Ariyan noted his concern about the dangers of skin cancer due to being exposed to the sun's rays. Dr. Ariyan asked that the Board consider this in looking at changing the zoning regulations to allow gazebos, trellises and shade pavilions that can help prevent skin cancer.

Mr. Hugret asked for volunteers from the Board to serve on the Nominating Committee. Three members volunteered: Mr. Ferguson, Mr. Storer and Mr. Hotz. They will be responsible for choosing the two non-Board members from the Pine Orchard Association. They are to report at the March meeting who the two recommended members are. The Board will vote on all five members of the Nominating Committee at the March meeting.

Ms. Kaplan asked the Board to consider the need for a Charter Revision process. She asked the members of the Board to review the provisions of the present Charter prior to the March Board meeting to determine the level of interest by the Board in going beginning the process leading to a possible Charter Revision.

The Board went into Executive Session:

1. To discuss Crescent Bluff legal strategy
2. To discuss pending litigation relating to access points

Meeting adjourned at 10:34 PM

Donald Patenaude, Clerk

Minutes of The Pine Orchard Association Executive Board Meeting

March 24, 2014

In attendance were the following Board members: Peter Hugret, Patricia Kaplan, Jennifer Aniskovich, Vining Bigelow, John Hughes, Geoff Hotz, Niall Ferguson, Hap Storer, Kenneth Graham, Greg Stak, John Donegan and Donald Patenaude.

Also in attendance were: Greg Forbes, Donna Ely, Chief Kevin Halloran, Lt. Kris Hormuth, Captain Geoffrey Morgan, Captain Ray Dunbar, James Killelea, a member of the Zoning Committee, and Attorney Dan Burns.

Executive Session

A motion was made by Mr. Hughes and seconded by Mr. Storer to move into Executive Session to discuss pending claims and litigation, including the Crescent Bluff litigation. The motion was approved.

A motion was made by Mr. Storer and seconded by Ms. Kaplan to come out of Executive Session. The Board members approved the motion.

No votes were taken.

Minutes:

A motion was made by Mr. Hotz and seconded by Ms. Kaplan to accept the minutes of the February 3, 2014 meeting as amended to correct the spelling of the name "Bigelow" that appears on the second page of the minutes under the heading of Waterfront. The Board members approved the motion.

Presentation by Branford police:

The Branford police officers who were in attendance were introduced. Mr. Hugret and Mr. Hughes explained that there had been preliminary meetings with LT. Hormuth to discuss concerns regarding traffic, parking and speeding cars.

Chief Halloran asked Lt. Hormuth to review the activities in the Pine Orchard area and noted that Pine Orchard has the lowest crime rate in Branford. There was a presentation by Lt. Kris Hormuth of the Branford Police Department regarding patrols in the Pine Orchard area and recommendations regarding traffic and parking issues on Island View Avenue.

The Board was asked to inform the community that when a resident in the Pine Orchard area notices a parking problem, traffic going the wrong way in a one-way street or speeding in the Island View Avenue and Waterside Avenue and Chapel Street, the resident should notify the Town of Branford Police Department immediately and give them the State license plate

number of the automobile in violation. The police will then register the telephone call and, if necessary, send a patrol officer to the area to speak to the offender.

It was also noted that if a resident had a no parking sign in front or near their property that is displaced by snow plows, the resident should contact the Public Works Department. If there is no resident sign in front or near their property and it is felt that one is needed, the resident needs to contact the Police Commission to request that a sign be installed.

There was a discussion regarding the need to have the local Pine Orchard roads that had been resurfaced in the last couple years to be relined for painting in the center of the roads. It was suggested that a letter be sent to the Public Works Director to inquire which roads are the Town's responsibility for maintaining and to then have someone check the roads to see if there is a need for them to be relined.

It was noted that for several years the Town has had an ordinance that allows operation of a golf cart on Pine Orchard Streets provided a registration sticker is obtained after an inspection of the golf cart is conducted by the Police Department. The Police Department has offered to conduct an inspection session at the Pine Orchard Yacht and Country Club for all new golf cart owners in mid to late May.

There was a discussion regarding whether or not there should be a reinstatement at some level of the now discontinued private guard service. The Board decided that they would consider hiring a police officer, if needed, for special events or holidays instead of using the guard service.

Correspondence:

Mr. Hugret turned over to the Clerk several e-mails he received from the members of the Pine Orchard Association in response to the letter sent out in February 2014 on behalf of the Executive Board of the Pine Orchard Association. The responses will be filed in the minutes notebook.

Zoning Committee Public Meeting:

Mr. Hughes reported on the Zoning Committee Public Hearing on proposed Zoning Ordinances relating to definitions of Height of Buildings, Structure and Retaining Walls. The hearing was held on Wednesday, February 26, 2014. The public hearing was attended by twelve individuals including several Board members and members of the Zoning Board of Appeals. With the information obtained from the meeting, the Zoning Committee, consisting of Jennifer Aniskovich, James Killelea and John Hughes met and prepared a draft of their report with recommended definitions of Height of a Building, Structure and Retaining Walls for the Board members to review. Mr. Hughes asked that any comments by Board members be sent to him by May 1st for the purpose of proposing a final draft to be submitted to the members of the Pine Orchard Association.

Nominating Committee:

The Nominating Committee members, Mr. Ferguson, Mr. Storer and Mr. Hotz, were asked to be prepared to present to the May meeting the names of the two non-Board members for approval. They are also to propose four (4) candidates for Executive Board approval. If approved, these candidates are to be on the July ballot at the Annual Meeting

Reports:

President – No report.

Vice Presidents – Mr. Stak reported on the triangle park that is bordered by Pine Orchard Road, Elizabeth Street and Spring Rock Road. He had just learned his contact person at the Public Works, Salvadore Benelli, is leaving March 28, 2014 and it is not known as yet who his replacement will be. At our Board meeting on September 16, 2013. Mr. Stak had presented to the Board the following items that needed to be done:

1. Cutting back of the hedges to a uniform height all around the park
2. Removal of the hedges 4-5 feet from each corner to improve sight lines
3. Planting additional pine trees to replace those lost in during the recent storms
4. Planting native grasses or other material that would require minimal to no upkeep
5. Treating hedgerow for poison ivy
6. Removal of sucker trees from park
7. Stump grinding and removal

Mr. Stak noted that he thought that listed items 1, 2, 5, and 6 can be accomplished right away. He had been told by Mr. Benelli that there were not funds available to accomplish the other items and a request would have to be submitted to the Public Works Department to put it in their budget for approval.

Another suggestion by Mr. Stak is whether it is feasible to extend the sidewalk that ends at 230 Pine Orchard Road to the Pine Orchard Yacht and Country Club. When a new Director of the Public Works Department has been hired, Mr. Stak will bring this matter to his/her attention for further discussion.

Treasurer – Mr. Ferguson presented a Treasurer's Budget Report as of March 23, 2014 which is attached.

Chairman Reports – Planning/Zoning – Mr. Hughes, Chairmen of the Zoning Committee, reviewed Section IV of the Pine Orchard Association Zoning Ordinance, which states that no building or land shall be used for other than a single family dwelling or, under certain limited

circumstances, a professional office. The Association has been made aware that the property at 18 Island View Avenue, appears to be rented to a number of unrelated individuals. Mr. Hughes requested that the Board members review the draft of a letter to be sent to the property owners to make them aware that they are in violation of Section IV of the Pine Orchard Association Zoning Ordinance, and asking them to remedy this situation immediately to avoid legal action by the Association.

Police- No report

Fire – No report

Building – We will determine at our May whether we need to make additional transfer of funds to building maintenance/utility budget line item for additional building repairs within this current fiscal year budget or to do the additional building repairs in the next fiscal year 2014-2015.

Waterfront – Mr. Bigelow reported that the set of stairs for Island View Avenue area will be installed within the next couple months at an estimated cost of \$3,000.

Roads – No report

Tax Collector – Ms. Kaplan reported that we have received full payment of back taxes to date from one of property owners who was in arrears and a release of lien will be recorded on the land records. Ms. Kaplan presented the final revision of the Tax Collection Process Time Line and Policies which will be posted on the website. A copy is attached.

By-Laws – No report

Ad Hoc – No report

Charter Revision:

At our February 3, 2014 meeting, Ms. Kaplan requested that the members of the board review the Charter of the Pine Orchard Association to see if there is any interest in making changes in the provisions. Ms. Kaplan emphasized that this is a very preliminary step. If there is any interest, the next step would be to investigate what the process would be and the estimated cost. There was not enough time at this meeting to have a discussion of whether or not there is any interest in going further.

A motion was made by Mr. Donegan and seconded by Mr. Patenaude to adjourn. The motion was approved.

The next regular meeting scheduled for May 19, 2014.

Respectively submitted,

Donald Patenaude, Clerk

Minutes of The Pine Orchard Executive Board Meeting

May 19, 2014

In attendance were the following Board members: Peter Hugret, Patricia Kaplan, John Hughes, Niall Ferguson, Hap Storer, John Donegan and Donald Patenaude

There were several members of the community in attendance.

Board members not in attendance were: Jennifer Aniskovich, Kenneth Graham, Vining Bigelow, Geoff Hotz and Greg Stak

Approval of Minutes of the March 24, 2014 POA Executive Board meeting:

A motion was made by Mr. Donegan and seconded by Ms. Kaplan to approve the minutes of March 24, 2014, as amended. On page four under the section, Building, in the first sentence the word meeting was excluded after the word May. In addition, the Board members did approve the transfer of \$750 from the legal budget to the Building Maintenance/Utility budget to cover the labor cost for demolition of the drywall that has significant mildew.

Correspondence: None

Approval of proposed Zoning Ordinance definitions for Height of buildings, Structure and Retaining Walls

After much discussion from the members of the community and the Board members, a motion was made by Mr. Hughes and seconded by Mr. Donegan to approve the Proposed Zoning Ordinance definitions for Height of Buildings, Structure and Retaining Walls as presented. The Board members unanimously approved the proposed definitions for Height of Buildings and for Structure. As for the Retaining Wall definition, the Board members voted (5) in favor and (2) opposed. A copy of the Proposed Zoning Ordinance definitions for Height of Buildings, Structure and Retaining Walls is attached.

The Nominating Committee was not yet ready at this meeting to recommend the two non board member committee members and the proposed slate for July 1, 2014.

A motion was made by Mr. Donegan and seconded by Mr. Patenaude that the Nominating Committee will recommend at a meeting scheduled for June 16, 2014, the names of the two non-Board members for inclusion on the Nominating Committee and a proposed slate of four candidates to fill the vacancies on the Executive Board.

Budget:

Treasurer recommended transfers for the 2014 Budget:

Mr. Storer requested that we transfer from Legal budget to Building Maintenance /Utilities budget \$5,500 to perform work in the lower garage area. This would cover removal of the wall creating the room at the back door entry and opening the space to the garage.

A motion was made by Mr. Donegan and seconded by Mr. Ferguson to transfer \$5,500 funds from the Legal budget to the Building Maintenance/Utilities budget to cover the expense. The Board members approved the motion.

Mr. Ferguson presented the Pine Orchard Association Treasurer's Report as of 5/19/2014 showing that the total receipts were \$98,321 and total disbursements were \$50,648, resulting in a net income of \$47,673. A copy of his report is attached.

Treasurer recommended Budget for Fiscal 2014-2015:

Mr. Ferguson presented the Proposed Pine Orchard Association Treasurer's Budget Report for the Fiscal Year 2014-2015.

The report provided the Board members the actual total receipts and disbursements for the fiscal years 2008 through 2013 and the draft of the Proposed Budget Report for 2014-2015, based on the mill rates of 5%, 4% and 3%. After much discussion, a motion was made by Mr. Ferguson and seconded by Mr. Storer to accept the Proposed Budget in the amount of \$80,768 with a savings of \$26,618 setting the mill rate at four mills for the fiscal year July 1, 2014 to June 30, 2015. The Board members approved the motion.

Branford Police based patrols for Memorial Day, 4th of July and Labor Day weekends:

A motion was made by Mr. Donegan and seconded by Mr. Ferguson to approve \$1,500 to cover the cost of the Branford Police based patrols for the Memorial Day, 4th of July and Labor Day. Mr. Hughes will contact Lt. Kris Hormuth to make the arrangements to have police coverage from 4:00 P.M. to 12:00 for these events.

Charter Revision:

After some discussion regarding the need for Charter Revision it was decided that we need to go forward to investigate the process to determine what the steps would be necessary in making a change in the Charter. There was a vote to approve the motion, with 5 in favor and 2 opposed. Mr. Hugret asked Ms. Kaplan to pursue this matter and present a report as soon as possible. Mr. Hugret submitted for the record his reasons for recommending we go forward with the underlying theme being to reflect the services wanted or needed today.

Annual Meeting:

It was agreed that the recommended slate of the Nominating Committee will be shown on the Annual Meeting notice if approved at the June 16 meeting.

A ballot with the proposed slate and spaces for nominations from the floor will be distributed at the Annual Meeting (July 7, 2014).

John Donegan and Hap Storer volunteered to be the electors at the Annual Meeting to check the names of POA residents attending the Annual Meeting, to hand out the ballots and count the ballots.

Mr. Hugret prepared the draft of the POA Annual Meeting Agenda for the Board members to review and get back to him with any corrections, omission or additions if needed. The draft is attached to the minutes.

Reports:

President: No report

Vice Presidents: No report

Treasurer No additional report

Chair. Reports:

Planning/Zoning – No report

Police – No report

Fire – No report

Building –No report

Waterfront – No report

Roads – No report

Tax Collector – Ms. Kaplan reported that with the exception of one property all taxes have been collected. A lien has been placed on that property which is the fourth that has been placed. The property owners are not paying as a result of their concerns with the Association.

By-Laws –No report

Other business:

Ms. Kaplan distributed an email she had received from an Association member who is concerned about the noise of the trash haulers. After discussion it was decided that the POA did not have jurisdiction over this issue and Ms. Kaplan was asked to reply to the member and suggest that he contact the Department of Public Works.

Public Comments: None

Any other business that may properly come before this meeting -None

Time of adjournment 9:25 P.M.

Donald Patenaude

Clerk

Minutes of The Pine Orchard Association Executive Board Meeting

June 16, 2014

In Attendance were the following Board members: Peter Hugret, John Donegan, John Hughes, Jennifer Aniskovich, Pat Kaplan, Vining Bigelow, Hap Storer, Geoff Hotz and Donald Patenaude.

The following Board members not in attendances: Niall Ferguson and Kenneth Graham.

Approval of the Minutes of the May 19, 2014 Executive Board meeting.

Motion was made by Mr. Hotz and seconded by Ms. Kaplan to approve the minutes of 5/19.2014 as amended. The following changes were made: On the first page, fifth paragraph and eight paragraph, Mr. Donegan suggested we should add the words "The Board members approved the motion." In the paragraph of the Proposed Zoning Ordinance definitions on the first page, Mr. Hughes wishes to change the wording to "Height of a Structure" instead of "Height of Buildings" and change the date to July 7, 2014 for the proposed slate of candidates to the Executive Board to be approved at the annual meeting. Mr. Donegan recommended that on the second paragraph, we changed the mill rates to 5 mills (0.0005), 4 mills (0.0004) and 3 mills (0.0003) and Mr. Storer suggested that we should insert the words net income savings of \$26,618, representing excess of receipts over disbursements. On the last page, first paragraph add the letter "s" to omission. The Board members approved the motion with two abstentions: Jennifer Aniskovich and Geoff Hotz.

Correspondence:

Mr. Hugret received a letter from Kevin Halloran, Chief of Police dated June 9, 2014, advising him that he received complaints again similar to last summer that the residents are using the end of Spring Rock Road as a storage area for kayaks, wagons and racks and ask the residents to remove them again and to remind them that it is against Town Ordinance to use Town property without proper authorization, this includes storing personal items. Otherwise, if not remove, they will be forced to impound them.

Mr. Hugret received an e-mail from Frank McDonald, Jr. which has been referred over to the Zoning Committee for their review. There appears to be several type of boats being stored on the side yard of the Hayden property on Grove Avenue. The limitation is two boats.

Mr. Hugret, President of the Pine Orchard Association, sent a letter to Pat Kaplan, Tax Collector of the Pine Orchard Association dated May 22, 2014, by the Authority of the State of Connecticut, authorizing her to collect from each person named in the Grand List to be furnished by the Town of Branford, at rate of 4 mills, based on the Town's assessment of their property in Pine Orchard, approved by the Executive Board on May 19, 2014. The payment of the Pine Orchard Association tax assessment is due July 1, 2014 and must be paid on or before August 1, 2014. Copy of the letter is attached.

ZBA and ZBA terms expiring this year

Mr. Hugret sent an e-mail to the Chairman Sigvard Hallgren advising him that there are three members of the Zoning Board of Appeals; Arthur Knowlton, Jeanne Hughes and yourself and two alternates; Marshal Gibson and Thomas Gagliardi terms will be expiring this year. Mr. Hugret requested him to check with the members and alternates to see if they wish to continue or be replaced. If they wish to be replaced does he any suggestions as to their replacement for the Board to consider. He also advised Mr. Hallgren that Mr. Gibson has consented to become a candidate for the

Executive Board, but the rules do not preclude him from being on the Executive Board and the ZBA/ZBA Alternative.

Approval of the Nominating Committee to include (3) Executive Board Members and (2) non-Board members

The three Executive Board member of the Nominating Committee Geoff Hotz, Hap Storer and Jim Hughes were not able to recommend at this meeting the two-non Board members to serve on the Nominating Committee for the Board's approval.

The three Executive Board members of the Nominating Committee recommended the slate of the following nominees to serve on the Pine Orchard Association Executive Board to be appointed at the annual meeting: Frederick D. "Rick" Ross. III, Marshal D. Gibson, Jon Schlesinger and Seth Chaucer. They all expressed their willingness to serve, if appointed at the annual meeting.

Motion was made by Mr. Hotz and seconded by Ms. Kaplan to approve the slate of nominees to serve on the Pine Orchard Association Executive Board, recommended by the Nomination Committee, to be appointed at the annual meeting. The Board members approved the motion.

Executive Board Comments:

Mr. Hugret presented the POA Treasurer's Budget Report as of 6/16/2014, on behalf of Niall Ferguson, showing the total Receipts were \$98,321 and the total Disbursements were \$53,212, resulting in net income in the amount of \$45,109. A copy of the report is attached.

Mr. Hugret sent out two hundred e-mails to the member of the Pine Orchard Association to find out if anyone would be interested in taking on the responsibilities of office manager to replaced Tricia Wynne who has taken on additional responsibilities with her other position and would not be able to continue serve as office manager for Pine Orchard Association. There were (3) responses to the e-mails; one person did not have the technical skills to do job and the other two persons went through an interview process with Tricia and Peter and they decided to hired Janet Ryan to serve as the office manager at an hourly rate of \$15.00. Tricia will be available to help Janet during the transitional period. Copy of the responsibilities of the Office manager is attached. The Board unanimously approved the hiring of Ms. Ryan for the position of office manager for the Pine Orchard Association.

Public Comments: None

Charter Revision

At the last regular meeting on May 19, 2014 it was decided by the Board that we need to go forward to investigate the process to determine what the steps would be necessary in making a change in the Charter. Ms. Kaplan advised the Board that under the Connecticut General Statutes Section 7-188 that the Executive Board has the power to initiation of action for adoption, amendment or repeal of their charter or home rule ordinance. A copy of the CT General Statutes Section 7-188 is attached along with a copy of Charter Revision comments from Peter R. Hugret dated March 10,2014 in his reviewed of the current POA Charter.

The meeting was adjourn at 8:55 P.M.

Donald Patenaude

Clerk

Pine Orchard Association
Minutes of Annual Meeting of the Association
July 7, 2014
Pine Orchard Union Chapel

Association President Peter Hugret called the meeting to order at 8:00 PM, a quorum being present.

Mr. Hugret announced that ballots were available at the check-in table and handouts being the announcement of meeting and President's letter previously mailed to the membership and a copy of the minutes of the previous annual meeting.

Mr. Hugret introduced the members of the Executive Committee of the Association:

- Vining Bigelow – Waterfront and moorings
- Geoff Hotz – Fire Department liason
- Pat Kaplan – Tax collector, By-laws
- Niall Ferguson – Treasurer
- Don Patenaude – Clerk
- Ken Graham – Roads, Young's Pond
- Jennifer Aniskovich – Special Assignments
- Greg Stak – Vice President, Triangle, Sidewalks
- Hap Storer – Buildings and grounds
- John Hughes – Planning and Zoning, Branford police liason
- John Donegan – Vice President

Under a motion made by Teresa Storer and seconded by Bob Mobeck that the reading of the Minutes of the Annual Meeting for the previous year held on July 8, 2013 be waived and the minutes approved. The motion was approved by voice vote with no opposing votes voiced.

The nominees for election to the Executive Committee of the Pine Orchard Association as previously announced were Seth Chaucer, Marshal Gibson, Rick Ross and Jon Schlesinger. There being no additional nominations from the floor, it was moved by Teresa Storer and seconded by Ed Crowley that the slate be elected as presented. The motion was approved by voice vote with no opposing votes voiced.

The new Executive Committee members were introduced to the membership.

Mr. Hugret thanked the members of the Executive Committee who are completing their terms and leaving the board, Mr. John Donegan, Mr. Donald Patenaude, Mr. Greg Stak and Mr. John Hughes.

Treasurer Niall Ferguson gave his report regarding the "clean" audit of the Association's financial statements, the financial status of the Association and the reduction of the tax rate for the upcoming year.

Clerk Don Patenaude reported on the meetings conducted and minutes available for those meetings. He thanked the Association for the opportunity to have served Pine Orchard.

Ms. Pat Kaplan reported as Tax Collector that there was only one outstanding tax bill unpaid for the year and that the tax system has now been computerized. As Chairperson of the By-Laws Committee, she reviewed the addition of new by-laws over the previous year. She also announced that we will be considering revisions of the Pine Orchard Association Charter and invited Association members to read the Charter that is available on the Pine Orchard web site and to render their opinions or to volunteer to work on the charter revision project.

Mr. Vining Bigelow reported on the waterfront that only two moorings were currently rented due in part to the difficulty in walking out on the breakwater to get to the moorings. He identified the access points to Long Island Sound.

Mr. Hugret reported that a new person had been hired for office work at the Association office. Ms. Tricia Wynne, who had been performing those functions, had previously announced that she would not be able to continue.

Susan Katz of Island View Avenue inquired as to the status of the Crescent Bluff litigation. Atty. Dan Burns reported that the law suit has several claims. One of those was tried last spring with little activity since. On behalf of Association, notice was filed that we intended to appeal a decision found from that trial that Crescent Bluff is a private road. Ownership of the road is still to be determined. Further discussion ensued.

Brian Coffey of Island View Avenue observed that in 1989 transferred ownership of the breakwater from the Association to the Pine Orchard Yacht & Country Club. The condition of the breakwater has deteriorated with some of the capstones having been washed off into the harbor making transiting the breakwater treacherous. He will be writing the Club regarding this issue and suggests that the Association pursue this with the Club.

Stephen Ariyan of Yowago Avenue inquired as to whether any action would be taken regarding the owners of waterfront properties who might have made repairs of storm damage that did not restore the property to its original state.

Further discussions ensued regarding Crescent Bluff access, surveillance cameras at Spring Rock Road.

Jon Schlesinger of Spring Rock Road inquired as to the validity "Private Property. No Trespassing" painted on the sidewalk to the right of the Spring Rock Road beach access point. Further discussion ensued.

Tiffany Ariyan-Omeragic of Chapel Drive observed that while Chapel Drive is one-way from Club Drive to Pine Orchard Road, cars are turning the wrong way from Pine Orchard Road especially coming in the direction from the Club. This will be referred to the Roads committee.

Rick Ross of Elizabeth Street reiterated the inquiry as to whether any action would be taken regarding the owners of waterfront properties who might have made repairs of storm damage that did not restore the property to its original state. Mr. Hugret responded that to the best of our knowledge, these permits were issued by DEEP and any suspected failure in compliance should be referred to that agency. Further discussion ensued.

Dr. Stephen Ariyan of Yowago Avenue observed that the purpose of the Executive Committee should be responsibility for representing the membership. Further discussion ensued.

The meeting was adjourned at 9:03 PM.

Respectfully submitted,
Hap Storer, Clerk

Pine Orchard Association Executive Board
Minutes of Meeting
September 8, 2014
Pine Orchard Association Building

President Pat Kaplan called the meeting to order at 7:30 PM.

Board members present were:

Pat Kaplan	Ken Graham	Rick Ross
Seth Chaucer	Geoff Hotz	Jon Schlesinger
Niall Ferguson	Peter Hugret	Hap Storer

Absent: Vining Bigelow

Hap Storer reported that Pat Kaplan had been elected as president and Geoff Hotz elected as Vice President completing the officer elections to the previously-elected Peter Hugret as Vice President, Niall Ferguson as Treasurer and Hap Storer as Clerk.

Pat Kaplan reported that Marshal Gibson had resigned as a member of the executive board in August and that Jennifer Aniskovich had resigned on Friday, September 5, 2014. This presents two opening on the board, a three-year term to fill Mr. Gibson's position and a one year term to fill Ms. Aniskovich's.

Ken Graham reported as chairman of the Roads and Public Works Committee and the Shoreline Greenway Trail that Seth Chaucer will be working with him on these tasks during the upcoming year. DPW, at our request, has replaced three or four road signs, has cut back some sight lines, is working on two other road signs, has cleaned up Birch Road adding red reflectors on trees, cut back growth at the corners, and will clean up a fence on that road. The one-way sign that was requested by a resident at the annual meeting was addressed within one week of the meeting.

Geoff Hotz had received resident inquiries regarding the painting of lines on roads. He was advised that this matter should be referred to the Roads and Public Works Committee and to the Branford Traffic Commission for roads where lines are not currently painted. Mr. Graham advised any members of the board or the public having questions, concerns or requests to please email him regarding the issue.

Minutes of the June 16, 2014, meeting of the executive board had not been received by the members so review and approval of those minutes were tabled until the next meeting.

Minutes of the annual meeting of the Association were distributed. Ms. Kaplan moved that a policy be adopted that minutes of the annual meeting for each year be reviewed by the executive board at its September meeting to encourage responsiveness to member requests. The motion was seconded by Mr. Hugret. The motion was approved unanimously. Board members were requested to review the minutes of the July 7, 2014 annual meeting for consideration at the next executive board meeting.

Mr. Hugret introduced Mr. Sig Hallgren as chairman of the Zoning Board of Appeals. The executive board had discussed in previous meetings the need to establish staggered terms for members of the ZBA to establish continuity. Mr. Hugret introduced Mr. Marshal Gibson, Ms. Laura Grasso and Ms. Maureen Hubert who had each volunteered to serve on the ZBA. As reflected on the membership list included with these minutes, action was needed to appoint or

reappoint five members to the ZBA. These were the following along with the expiration year for each member:

Name	Class	Status	Term to End
Sig Hallgren	Regular	Reappoint	12/31/2019
Jeanne Hughes	Regular	Reappoint	12/31/2017
Marshal Gibson	Regular	From Alternate	12/31/2019
Laura Grasso	Alternate	New	12/31/2017
Maureen Herbert	Alternate	New	12/31/2016

It was moved by Geoff Hotz and seconded by Ken Graham that the slate be approved. The slate was approved unanimously.

Mr. Hugret observed that our by-laws are silent as to the beginning and ending date of ZPA appointments. He requested that the by-laws committee consider and propose that ZBA appointments start effective January 1st and end on December 31st of their prospective terms.

It was moved by Mr. Hugret and seconded by Geoff Hotz that the terms of each of the ZBA members listed above begin immediately and that their terms end on December 31st of the last year of their term. The motion was approved..

It was moved by Geoff Hotz and seconded by Peter Hugret that Marshal Gibson be elected as a Regular member of the ZBA rather than an Alternate. The motion was approved..

There was a question raised as to what the board's role is as Zoning Authority. Ms. Kaplan noted that there was a need for clarification of what the role is and also brought up the question that had been raised two years ago of whether the Zoning should be turned over to the town of Branford. She suggested that a special meeting be held in the next couple of months to discuss the clarification of the board's role and whether or not the board should begin to look at giving up the Zoning work to the town. She said the meeting would include the members of the Zoning Board of Appeals as well as Laura Mag (spelling).

Mr. Hugret presented information regarding the triangle created by Pine Orchard Road, Elizabeth Street, and Spring Rock Road. The triangle committee previously headed by Greg Stak had gotten the Town of Branford to agree to trim the hedge along Elizabeth Street. They then determined that poison ivy had infested the hedge, and the town did not want their workers to be further adversely affected. Therefore, a major portion of the hedge was removed. A proposal had been received to place a low wood rail fence on the Pine Orchard Road and Elizabeth sides for \$13,120. Tom Brennan's Department of Public works offered that the town could offer up to \$7,000 toward a fence for the triangle. A proposal had been made to install fencing all around the triangle for \$22,230. Stump removal for \$1,275 + \$7835. \$14,955. \$15,230.

Peter Hugret moved and Geoff Hotz seconded a proposal that the board approve up to \$15,230 to be added to \$7,000 from the town of Branford to remove the rest of the hedges, grind the tree stumps, plant grass in the bare areas and install fencing. The proposal was defeated.

Mr. Hugret will request that the town complete the removal of the hedges and determine if they will remove or grind the tree stumps.

It was moved by Rick Ross and seconded by Peter Hugret to approve up to \$1,000 for tree stump removal and replanting of grass in the area. The motion was approved.

Ms. Kaplan proposed that executive board meetings for the year be scheduled for November 3, 2014, January 5, March 2, and May 4, 2015 at 7:30 PM each evening and that the annual meeting of the Association be held on July 6, 2015, at 8:00 PM. It was moved by Peter Hugret and seconded by Geoff Hotz that this schedule be adopted. The motion was approved. The Clerk was instructed to notify the Branford Town Clerk of the schedule.

Correspondence

Mr. Hugret presented a letter to the Association from Mrs. Nancy Wheeler as Chairwoman of the Pine Orchard Union Chapel Association proposing a consolidation of their association with the Pine Orchard Association.

It was moved by Peter Hugret and seconded by Geoff Hotz that a committee be formed consisting of six members: two members from the Pine Orchard Union Chapel, two members from the Pine Orchard Association Executive Board, and two members from the Pine Orchard Association at large. The charge to the committee is to explore the consolidation of the two associations. The motion was approved. Peter Hugret and Geoff Hotz volunteered to be the executive board members to serve on the committee.

Correspondence was received from Ms. Michelle Delito regarding a dispute they were having with their neighbor and that her lights might not be conforming to Pine Orchard Association zoning regulations regarding exterior lights.

There was a request for volunteers to serve on the Nominating Committee for this year. Peter Hugret, Jon Schlesinger and Hap Storer volunteered to serve on the committee with Mr. Hugret to serve as chairman. Thursday, October 9, 2014 was scheduled as a special meeting for the purpose of receiving the nominations for and voting on the election of nominees to fill the two empty positions on the executive board.

Ms. Kaplan reviewed the assignments for committee chairmen and task responsibilities as follows:

Tax Collector	Rick Ross
Planning and Zoning	Jon Schlesinger
Roads & Public Works	Ken Graham and Seth Chaucer
Police	Seth Chaucer
Fire	Geoff Hotz
Health Officer	Peter Hugret
Waterfront	Vining Bigelow
POA Building	Peter Hugret
Public Relations	
Museum	
Web Master	Janet Ryan
Charter Review	
By-Laws	

Niall Ferguson distributed the financial and budget report for the year-to-date. Tax revenues should exceed the budgeted amount for the year. Insurance premiums have been paid and while higher than last year are below budgeted amounts. Pat Kaplan reported that in discussion with Attorney Dan Burns little or no action is expected this year regarding Crescent Bluff so that it is

unlikely that any legal bills will be incurred on that matter. There have been some other legal questions posed to Attorney Burns so there will be some billing incurred.

One legal issue presented to Attorney Burns concerned Dr. Steven Ariyan's resubmission of his request for a gazebo for medical reasons in preventing skin cancer. Attorney Burns stated that the matter could be reconsidered by Planning and Zoning following recent changes to our definition of a structure in our zoning ordinance.

Ms. Kaplan had previously asked members of the board to review the charter looking to have the new executive board decide whether or not to proceed with investigating the possibility of charter revisions for the Association. It was moved by Peter Hugret and seconded by Hap Storer that the executive board go forward with our charter revision considerations. Following discussion the motion was approved with one absention.

Pat Kaplan presented a list of her goals as President for the year, a copy of which is attached.

Hap Storer was asked to contact Vining Bigelow regarding having the rail repaired on the S

It was moved by Hap Storer, and seconded by Peter Hugret that the meeting be adjourned. The motion was approved and the meeting was adjourned at 9:41 PM.

Respectfully submitted,

Hap Storer, Clerk

Approved by vote of Executive Board on November 3, 2014

Pine Orchard Association Executive Board
Minutes of Meeting
October 9, 2014
Pine Orchard Association Building

President Pat Kaplan called the meeting to order at 7:02 PM.

Board members present were:

Pat Kaplan

Seth Chaucer

Niall Ferguson

Geoff Hotz

Peter Hugret

Rick Ross

Jon Schlesinger

Hap Storer

Absent: Vining Bigelow

Ken Graham

Peter Hugret reported as Chairman of the Nominating Committee that the two non-Executive Board members added to that committee were Alina Colasale and Jackie Cahill.

Mr. Hugret also reported that the Nominating Committee met on September 21, 2014, where potential candidates were reviewed. A report of that meeting is included with these minutes. The committee nominated Ms. Susan Davis to complete the term that expires in 2017 and Ms. Sheri Petersen to complete the term expiring in 2015. Mr. Geoff Hotz moved and Mr. Niall Ferguson seconded that the slate as presented be elected to the Executive Board. The motion was approved.

It was moved by Hap Storer, and seconded by Peter Hugret that the meeting be adjourned. The motion was approved and the meeting was adjourned at 7:11 PM.

Respectfully submitted,

Hap Storer, Clerk

Pine Orchard Association Executive Board
Minutes of Meeting
November 3, 2014
Pine Orchard Association Building

President Pat Kaplan called the meeting to order at 7:03 PM.

Board members present were:

Pat Kaplan	Niall Ferguson	Sheri Peterson
Vining Bigelow	Ken Graham	Rick Ross
Seth Chaucer	Geoff Hotz	Jon Schlesinger
Susan Davis	Peter Hugret	

Absent: Hap Storer

Guests: Captain Jeff Morgan and Captain Ray Dunbar of the Branford Police Department

Each member of the Board introduced her or himself with their address, history in Pine Orchard and duties on the Board.

Minutes of the June 16, 2014 meeting of the Executive Board were approved.

Minutes of the September 8, 2014 meeting of the Executive Board were approved.

Minutes of the July 7, 2014 Annual Meeting of the Pine Orchard Association were reviewed regarding any concerns from members that should be addressed.

President's Report and Communications:

No correspondence was received since the prior meeting.

Ms. Kaplan attended the Young's Pond Commission meeting. As President of the Association, she is a member of that commission.

Treasurer's Report:

Mr. Ferguson reviewed the Treasurer's Budget Report as of 10/31/2014, noting that there were no significant variances from the budget so far this year. There was a discussion of transferring unused funds from checking to savings recognizing, however, that minimal earnings could be had in the current low interest rate environment.

Mr. Graham made a request to transfer \$413 into the Mirror Lake Account to bring that account back up to the balance of \$10,000. Ms. Kaplan will review the terms of the agreement between Mr. Charles F. Shelton, Jr. and the Pine Orchard Association regarding Mirror Lake and his gift for its care.

Branford Police Department:

Captain Jeff Morgan and Captain Ray Dunbar of the Branford Police Department attended the meeting to maintain communication with the neighborhood. The Pine Orchard crime rate has remained stable, continuing to be the neighborhood in Branford with the lowest incidence of crime. There are some occurrences of property crime most frequently related to thefts from

automobiles or unsecured areas. Capt. Morgan recommended communication to residents to keep doors and cars locked and areas lit. Any incidents should be reported to the police. Mr. Hugret inquired as to how Police would respond to complaints regarding Crescent Bluff issues. Captain Morgan responded that according to current court rulings only a limited number of people have rights to pass over the property in question and that other people could be criminally charged.

Captain Dunbar inquired if there had been any further incidents in the Island View area regarding speeding or wrong way driving that had been reported at a prior Board meeting they had attended. The Department had not received any further reports regarding these issues. Members of the Board reported that the placement of an additional sign at Lake Place had reduced the problem.

When asked about parking on one side of a street versus another, Captain Morgan reported that the same side as snow plowing rules should prevail. Pat Kaplan stated that a reminder should be sent out to Association members regarding the proper side to park (the odd house number side) during snow events.

Beach Access Points:

Ms. Kaplan had requested of Atty. Dan Burns a summary of the Berdon report regarding the status of the Association's and its members' rights to access to Long Island Sound at each of the access points in Pine Orchard. Atty. Burns did not provide that summary prior to this meeting.

Ms. Kaplan asked for a sense of the Board regarding its desire to pursue further clarification of rights regarding each access point. The sense of the Board was to proceed to determine what might be the scope, extent and cost of such a pursuit without yet fully committing to action. The points of access were identified as:

- End of World Creek across from Pine Orchard Yacht & Country Club kitchen area;
- End of Island View Avenue at the breakwater;
- Island View Avenue at approximately Water Side Road;
- Island View Avenue at approximately Chapel Drive;
- Halstead Avenue;
- Crescent Bluff;
- Spring Rock Road; and
- Selden Avenue.

Geoff Hotz moved and Peter Hugret seconded that the Pine Orchard Association engage Dan Burns to draft a summary report of the Berdon report per Ms. Kaplan's request. The motion was approved.

Zoning & Planning Meeting:

Mr. Schlesinger is to organize a meeting for the Board, the Zoning Board of Appeals and the Public to promote understanding of the role, purpose and mission of Pine Orchard Planning and Zoning. To be considered is whether oversight of Pine Orchard zoning ordinances should be turned over to the Town of Branford.

Additional members are to be added to the Zoning and Planning Committee.

Pat Kaplan asked that a document be prepared for use by the Committee, the Board and Association members that clarifies zoning procedures.

Appointment of Additional Committee Members:

Ms. Kaplan asked for volunteers for the committees for Zoning, Triangle Improvement, Charter Revision, and By-Laws.

Charlie Shelton has volunteered to be on the By-Laws Committee.

Susan Davis as head of By-Laws was charged to review old by-laws for possible revisions and propose any new by-laws.

Regarding Charter Revision, Ms. Davis was asked to outline the process needed to undertake a charter revision. Pat Kaplan volunteered to work on that committee.

Mr. Hugret reported that last year's Triangle Committee was chaired by former Board member Greg Stak, with other committee members being Bud Torrello, Sheri Peterson, and Jim Elmasry. He also reported that they are willing to continue.

Geoff Hotz moved and Rick Ross seconded that Susan Davis be appointed to Chair the Charter Revision Committee and the By-Laws Committee, that Charlie Shelton be appointed to the By-Laws Committee, and that Marshall Gibson be invited to be a member of the Charter Review Committee. The motion was approved.

Geoff Hotz moved and Peter Hugret seconded that Greg Stak, Bud Torrello, Sheri Peterson and Jim Elmasry be appointed to the Triangle Improvement Committee with Mr. Stak as Chairman. The motion was approved.

Tax Collector – by Pat Kaplan

Ms. Kaplan distributed a Tax Collection Process Time Line and Policies document revised as of November 2014 for consideration by the board and to be on the agenda for approval at the January 2015 Board meeting.

Waterfront Report – Vining Bigelow

Repair work is being performed at the breakwater area. Concrete is being repaired on the wall facing Long Island Sound, on the inside section, and at the end of the sidewalk. Also a fitting is being repaired on a railing. The cost of the repairs is a slightly over \$5,000. Ms. Kaplan had determined that there is no requirement to obtain competitive, sealed bids for such work, so she advised Mr. Bigelow to proceed with having the work done.

Mr. Bigelow stated that he believes that the amount of \$10,000 as currently budgeted should be adequate for the fiscal year absent unusual occurrences such as storms.

POA Building – Peter Hugret

Work has been completed on the replacement of drywall and wall removal in the garage area making it ready for rental. Hallway walls on both levels and in the stairwell were painted.

All gutters were cleaned out so that roof water no longer splashes up against the garage.

Curbing was added along the street in front of the building along with elevating the driveway entrance. This was to alleviate a problem of water runoff entering the property. The work was also approved by the Shoreline Greenway Trail board, the Branford Town Engineer (Janice Plaziak), and the Department of Public Works Director, Tom Brennan. The Town paid for the work done.

With the completion of the garage space, Mr. Hugret surveyed prices for renting comparable space and found rates ranging from \$70 to \$184. He recommended offering the space for a rate of \$125 per month for a one year term with three months' rent as security and requiring three months notice for termination. Peter Hugret moved and Geoff Hotz seconded that the space be offered for rent for \$125 per month for a term of not less than one year, with notice of termination to be received no less than three months before the end of the rental term with a security deposit of three months, but that Mr. Hugret would have flexibility to negotiate the rental amount, if needed. The motion was approved.

Mr. Hugret's POA Building Report including information from the Chapel and Triangle Committees is included here by reference.

Chapel Committee – Peter Hugret

The Chapel Committee comprised of Mr. Hugret, Sheri Peterson, Barbara Colley, Geoff Hotz, Bud Torrello and John Donegan met on Monday, October 27, 2014. Mr. Torrello and Mr. Donegan were designated as co-chairmen. The Chapel is on the National Register of Historic Places which would indicate that there should exist a certificate of incorporation and by-laws for the Pine Orchard Union Chapel Association that would have been submitted with the application to the National Register. The committee recommended that an attempt be made to locate by-laws or, if none exist, then to develop by-laws to govern the administration of that association. The committee also recommended that the Chapel board remain independent of the Pine Orchard Association except for possible contractual relationships. The Articles of Association establishing the Chapel board make it important that the Chapel board remain independent. The Chapel board should assure that the interests and duties of that board remain focused on their specific responsibilities which might be in conflict with those of the Pine Orchard Association.

As an alternative, the Chapel Association might contract with the Pine Orchard Association to perform certain functions such as maintenance of the building and grounds, assistance with fund raising, creation of by-laws, or planning assistance.

At this point, the Chapel board is to resolve its own by-laws issue and determining if they want any further assistance from the Pine Orchard Association or its Executive Board. It is possible that there will be no further activity from the Chapel Committee.

Triangle Committee – Peter Hugret

In the triangle bordered by Pine Orchard Road, Elizabeth Street and Spring Rock Road, seven tree stumps have been ground for a price of \$875 by Paul Blackstone. CL&P has removed its phone poles. No additional work has been performed by the Town of Branford. Mr. Hugret was informed by copy of an email from Atty. William A. Aniskovich to Branford Public Works Director Tom Brennan that after review with the First Selectman, town employees were not to perform any work on the triangle property until ownership of the property had been established to the satisfaction of the town.

Actions completed prior to that time were:

- Removal of a tree along Pine Orchard Road that had fallen as a result of a storm (by Town Public Works Department)
- Removal of approximately one-third of the hedge along Elizabeth Street to improve site lines for safety and for poison ivy removal (without chemicals by the Town Public Works Department)

Actions planned for the triangle property, but now on hold are:

- Ongoing maintenance (leaf removal, lawn mowing and hedge trimming)
- Removal of remaining hedges
- Adding earth (grading) and grass seeding where the hedges were to be removed and where the stumps were recently removed
- Installation of fencing

Fire Department Liason – Geoff Hotz

Mr. Hotz reported that a boat became grounded on White Top Rocks of the Pine Orchard Yacht & Country Club. No injuries were reported.

The meeting was recessed to go into executive session to discuss matters related to the Crescent Bluff litigation.

The meeting was reconvened. It was reported that no votes were taken during the executive session.

The meeting was adjourned at 9:10 PM.

Respectfully submitted,

Hap Storer

(Pending approval by the Board at its January 5, 2015 meeting.)