

June 1st, 2020 Witches Woods Tax District

Board of Directors Minutes

Due to the State of Connecticut social distancing recommendations for Coronavirus 19, the Board held a Zoom virtual meeting.

Members Present: Mike Moran, Glen Humes, Tom Pandolfi, Sandy Pandolfi, Phyllis Bonneau, Ray Bonneau, Maggie Houlihan, Bill Breslau and John Barber.

Guests: Cliff and Sue Moon, Rachael and Stephen Donnell and Attorney Kate Cerrone.

Mike Moran introduced all participants on the call and reviewed the agenda for tonight's meeting. Because this is public meeting via Zoom it is being recorded.

A Motion was Made, Seconded and Approved to Accept Last Month's Minutes. The vote was unanimous.

Reports of Committee Chairs:

Lake, Dam and Beaches – John Barber

- **Full Ground Myles LLC. has completed two mowing so far this season and we are waiting for the bills.**
- **The Town of Woodstock Inlands Wetlands Committee visited the residence of Tom and Anna Gotta in May to determine if any action steps should be taken against the owner of 119 Crooked Trail Extension who used copper sulfate to kill most of the vegetation on her property. We are awaiting their findings. Mike**

notified the Inlands Wetlands Committee that we are not advocating involvement with disputes among neighbors but how this activity may be impacting the health and welfare of the lake. We are advocating on behalf of all the homeowners and would appreciate them moving this concern along. We have asked the DEEP, the Northeast Department of Health and the Town of Woodstock Inlands Wetlands Committee to get involved and make recommendations for actions that we need take based on their expertise.

- Cliff Moon asked if we were planning to add sand to our beaches this year. Mike and John will look at the beaches and Mike explained that there has been some erosion on the beaches from the amount of sand that has been added over the years.
- Bill Breslau inquired about the two hydrants that we have been working with the Bungay Fire Department to install on our two beach areas. There was not enough money in our budget to have it done in this fiscal year so it is put off until after the lake drawdown in the fall of 2020. \$6020.38 has been added to the new 2020-21 Capital Improvement Plan budget to cover the cost.

Building, Zoning & Appeals – Ray Bonneau

- No new permits were issued.
- Rachael Donnell made an inquiry about the duration of construction projects. The permit is good for a year.
- Rachael stated the measuring the distance of the construction of a building should be taken at the high water mark. The Board agreed and ensured her that the necessary inspections and permits were put in place by the Town of Woodstock Planning and Zoning when they harmonized the regulations for the three

lake districts including Lake Bungee, Quasset Lake and Witches Woods Lake. Some of our setbacks got shorter. Case in point our prior distance between sidelines for structures had been 20 feet and it was reduced to 10 feet. Rachael inquired if it could be changed to 15 and Mike explained that would require the other lake districts involvement and agreement as such regulations and changes are dictated by the Town of Woodstock, not the Witches Woods Tax District.

Safety, Rules, and Regulations – Bill Breslau

- Bill received a concern from a homeowner about the proper practice of dogs being leashed when on the beach that is not being followed. Sue Moon noted that there was money in the budget that is unused and could we use that money towards purchasing some signage. The board saw no issue with Sue's request and will follow up.
- Maggie Houlihan was frightened by a dog, owned by someone from Bungee Lake, that was unleashed, growled and charged at her. Maggie explained to the owner that the dog needed to be leashed and in fact had frightened her. The woman stated that her dog has an invisible leash that legal in the state of Connecticut. This appears to be unfounded and Glen Humes spoke with the owner who is now leashing her dog.
- Sue Moon brought up the concern of how do we control proper social distancing on the beaches as required by the COVID 19 guidelines. After some discussion the reasonable response is to be good citizens and remind neighbors of their social responsibility.
- Dirt bikes and ATV's are not permitted on our roads. There have been recent reports of kids using two wheel dirt bikes.

Homeowners should feel free to ask the bikers not to use our roads.

Roads – Tom Pandolfi:

- Tom is working with John Albrecht to complete our road maintenance. They will decide where to add more aggregate and gravel on certain stretches of the road in particular near Old Stone Road. John will also replace the street sign he knocked down.
- Glen asked Tom to have John remove the two piles of dirt he left behind and John had already mentioned he has plans to remove them.
- Tom will meet with John to discuss the cleaning out of the culverts and grading to allow the water to better flow into the draining pipes.
- Rachael Donnell had submitted a question about the possibility of increasing the pavement by 1/10 of a mile on both sides of the entrance off of Route 171. Rachael indicated that this is the most traveled area of the lake and it would offer a more welcoming feel to the lake. Tom asked Rachael to provide the board with some details and price quotes and we would review it. Because it would be a capital expenditure it would require a vote by the homeowners. Glen Humes had done some research and the approximate cost of paving over 1000 feet of pavement is a minimum of \$150,000 which is more than twice our annual budget. Rachael asked if we could allocate the monies as we did with the \$35,000 we had allocated for the drains on Crooked Trail. Mike told her that we try to build up reserves for special projects and it is not good fiscal practice to take out loans that would result in significant tax increase to the homeowners. We

did this ten years ago as an emergency measure when the valve had to be replaced.

- Rachael also expounded on the culvert drain issues and Tom stated that he has plans to review this with John Albrecht.

Communications – Phyllis Bonneau:

- Phyllis made some updates on our website wwlake.com and everything seems to be working well since our website overhaul.
- On May 8th Phyllis posted the changes to our annual meeting, as required by the Governor of the State of Connecticut, on the Witches Woods Tax District website wwlake.com. The information appeared on our main page and on our News and Announcements page. Phyllis also posted a message on the Witches Woods Tax District Facebook page stating that there was important news on the lake website and included a link. In addition, Phyllis also sent out an e-mail notification to all homeowners who have provided their e-mail address. On May 10th the announcement appeared in our May Board Meeting minutes that also appears on our website.
- A reminder that the only official source for lake information is our webpage and not any social media source. Official lake information and business will not appear on the app Next Door.

Treasurer- Maggie Houlihan:

The District continues to be in good financial standing with the following recent activity:

- (2) bill payments: Full-Myles Grounds, LLC (May snowplowing payment) and Eversource (street lighting).
- deposit into Operating Checking (tax collection).
- \$6,000 transfer from Operating to Capital (1/2 of the total

amount budgeted for FY19-20).

- Reserve Fund Certificate of Deposit earned \$27.96 in interest in May.

New Business: Mike Moran and Maggie Houlihan:

- By executive order, Governor Lamont has prohibited Town Hall Meetings for municipalities and has given the authority to approve municipal budgets for fiscal 2020/2021 to elected municipal officials. Therefore, we will not have an annual meeting this year per the Governor of Connecticut instructions. The Board has the ability add or change the meeting agenda as long as the change has been posted at least 48 hours prior to the meeting. This provision is included in Executive Order 71 giving the Board the ability to pass our budget as long as we have given the public the opportunity to review the draft at least 48 hours in advance. The draft was posted on our website and we have made ourselves available for feedback.
- Maggie reviewed the proposed 2020-2021 Operating, Capital Spending and the Five Year Capital Plan budgets to be voted on by the Board. Please go to the Witches Woods Lake website wwlake.com to view the budgets.

A Motion was Made, Seconded and Approved to Adopt the proposed Budget for FY 2020/2021. The vote was unanimous.

A Motion was Made, Seconded and Approved to Adopt the proposed Operating Budget for FY 2020-2021. The vote was unanimous.

A Motion was Made, Seconded and Approved to Adopt the Proposed Capital Expenditure Budget for FY 2020-2021. The vote was unanimous.

A Motion was Made, Seconded and Approved to Adopt the proposed Five Year Capital Improvement Plan thru 2025. The vote was unanimous.

A Motion was Made, Seconded and Approved to Adopt a mill rate of 3.17 for the fiscal year 2020-21. The vote was unanimous.

A Motion was Made, Seconded and Approved to set the first tax due date of July 1st, 2020 unless the bill is less than \$100 in which case the entire amount is due July 1, 2020. The vote was unanimous.

- ***The approval of the Annual Meeting Minutes of 2019 will be voted on when the Witches Woods Tax District Annual Meeting is rescheduled.***
- ***Due to the postponement of our scheduled annual meeting the Board will be making interim Board appointments until the next Tax District annual meeting can be set and the homeowners have an opportunity to vote on Board appointees and Directors open positions.***

A Motion was Made, Seconded and Approved to set interim appointments of Mike Moran as President, Glen Humes as Vice President, Maggie Houlihan as Treasurer and Sandy Pandolfi as Clerk until the next scheduled homeowners meeting where voting will take place. The vote was unanimous.

A Motion was Made, Seconded and Approved to appoint Ray Bonneau, currently serving as an interim appointment to

Director of Building, Zoning & Appeals, to continue his position until the next scheduled homeowners meeting where voting will take place. The vote was unanimous.

The Board would like to thank the guest homeowners who participated on the call for their input.

The Next Board Meeting will be conducted via Zoom on July 6th, 2020 @ 6:30PM.

The Board would like to remind homeowners that they are welcome to attend this and any Monthly Board Meeting to observe the proceedings. Should they wish to bring something to the Board for review, they are asked to submit a notice prior to the meeting so it may be added to the agenda for an allotted time.

A Motion was Made, Seconded and Approved to adjourn the meeting.