

**DISTRICT OF CHAPMAN BEACH**  
**Board of Directors Meeting/Budget Workshop**  
**Monday, April 15, 2019**  
**6:00 PM**  
**MULVEY MUNICIPAL CENTER**  
**Multimedia Room**  
**866 Boston Post Road, Westbrook, CT**

**Call to order at 6:00. Present were Marlena Whaley, Diane Fuller, Nick Breault, Damian Ranelli, Eloise Kunnick, Patrice Horan, Pete Potter, Nicole Vitrano and Davis Osella.**

**CLERK'S REPORT:** Patrice presented the minutes from the January 15, 2019 Quarterly Board of Directors (BOD) meeting and the February 24, 2019 Special BOD Meeting. Minutes for the January 15<sup>th</sup> Quarterly meeting were tabled in order to clarify what was said at the January 7, 2019 Inland Wetlands and Watercourses Commission (IWWC) meeting. Damian will obtain the tapes from the meeting. Motion to approve the February 24, 2019 Special Meeting minutes made by Patrice with second by Nicole. Motion passes unanimously.

**TREASURER'S REPORT: 2019/2020 Proposed Budget -** Diane reported on the following

- At the end of the third quarter, the District has approximately \$62,000 in its checking account and \$30,000 in its savings account. The current year addition to the Storm Fund will be transferred to the savings account before the end of year. Delinquent taxes total approximately \$2,800 as of April 9<sup>th</sup> and were spread over nine property owners. Motion to approve by David, second by Pete. Motion passes unanimously.
- Budget - At Pete's request, the budget discussion was postponed until later in the meeting.

**PRESIDENT'S CORRESPONDENCE:** Marlena reported receiving the following-

- Joseph Yamin, the attorney for JEV Investments LLC ("Mr. Vitale"), 7 Hogan Road requested that the District grant a waterline easement under Hogan Road.
- Emanuele A. Mangiafico, the attorney for Peter Niro, 33 Chapman Avenue wrote to express Mr. Niro's concerns about the behavior of two members of the District of Chapman Beach Board of Directors.
- Janet O'Donnell described a recent incident she had had with an unleashed dog. The Rules of the District of Chapman Beach provide that dogs must be leashed at all times. Janet wondered how that rule was enforced.
- Andrew LeGrant, an attorney for Peter Niro, wrote advising that the Westbrook Police Advisory/Traffic Authority Board (the Traffic Authority) decided to take no action on the petition filed with regards to parking on Waldron Drive. The minutes of the January 14, 2019 meeting of the Traffic Authority reflect the Board's decision to take no action on

the Petition submitted by residents of the Chapman Beach and Waldron Drive Area requesting “No Parking” on Chapman Beach Road and Waldron Drive. The Board was advised by Town Attorney Michael Wells that the Traffic Authority has the sole authority to establish parking regulations, including whether and where no parking areas should be established. Michael Zubretsky, 65 Chapman Beach Rd., spoke in reference to Traffic Authority and the Waldron Drive parking petition. For safety reasons he felt that we should not just accept the Traffic Authority ruling and that we should follow up with the Selectman’s office. Pete asked to establish a committee for follow up if it is deemed necessary. Michael Zubretsky, Damian, and Pete offered to be on the committee. Marlana made a motion to establish a Traffic Safety Committee, Pete seconded, motion passed unanimously.

### **OLD BUSINESS:**

- 7 Hogan Road – JEV Investments LLC (“Mr. Vitale”), 7 Hogan Rd. is requesting an easement to run a waterline under Hogan Road to replace an existing waterline which runs under a neighbor’s property. Mr. Vitale would agree to repave Hogan Road after construction of the waterline. After the Town of Westbrook Zoning Commission refused to grant a variance to allow Mr. Vitale to build 7 feet closer to Dibble Beach, Mr. Vitale revised his plans to reduce the size of the house and to build only 4 feet closer to Dibble Beach, a distance which he believes would be permitted under the zoning regulations without a variance. Nicole, Pete, Damian and Mike Zubretsky all asked questions about the new plans and the relevant town regulations.
- 3<sup>rd</sup> Avenue ROW - Mr. Niro has offered to purchase of all or part of the 3rd Avenue ROW and submitted a plan for the same. Damian made a motion to reject Mr. Niro’s purchase offer of 3rd Avenue ROW as it is not for sale. Patrice seconded; motion passes unanimously. In view of the concerns expressed in Mr. Mangiafico’s letter, Marlana requested that all future communication with Mr. Niro on behalf of the Board be handled by David, Nick or Marlana. The Major Projects Committee, which includes Nick, Dave, Damian and Pete, has been monitoring the 3rd Avenue ROW during the construction at the site. Nick described plans by the Major Projects Committee to remove privets, to add topsoil to combat erosion, and to build a red cedar fence on the 3<sup>rd</sup> Avenue ROW. Marlana requested a formal proposal from the Major Projects Committee about the restoration to original condition of the ROW. Marlana made motion to table the discussion until the remediation and other issues affecting the 3<sup>rd</sup> Ave ROW could be further discussed at a Special Meeting to be held following budget presentation on May 11. Patrice seconded; the motion passes unanimously.
- 2<sup>nd</sup> Ave Road - Quotes for resealing have been obtained. Pete will follow up with Mr. Mallozzi.
- Major Project Committee Responsibilities – Draft charters for the Major Projects Committee and the Land Committee were circulated to the Board Members. The Major Projects Committee will be responsible for major projects which occur on a one time or irregular basis including jetty repair, paving, significant new improvements to common areas, major storm damage repair and other similar projects that do not occur on an annual basis. The Land Management Committee is responsible for the annual

maintenance of the District's beaches, roads and right of ways (ROWS). This includes minor repairs of roads and ROWs, plowing, mowing, hedge trimming, Spring clean-up, Weekly clean-up, Spring or Fall sand movement, signage, swim area buoy repair, hiring of a beach guard and any other regular, frequently occurring activities required to maintain the District properties. Nicole made a motion to accept the charters for the Major Projects Committee and Land Management Committee. Damian seconded. Motion passes unanimously. Diane was thanked for her work in drafting the charters.

- Board Relations - Nicole will recirculate the document she previously compiled as a reminder to all Board members.
- Chapman Beach Rules – Marlena will remind members about the rules at the Annual Meeting in May.
- 1935 Boston Post Road Update – Michael Zubretsky reported that Westbrook Zoning Commission has approved the project with minor changes. Site work is expected to begin in late June or July and the project is expected to take approximately 18 months to complete. The radar sign that the developer agreed to provide is expected to be delivered prior to receipt of the building permit. Stream clean-up by the developer and/or the Town of Westbrook is expected to begin once permission has been obtained from the affected property owners and to be complete by December 31, 2019. The additional landscaping will be installed prior to receipt of the Certificate of Occupancy. Damian and Mrs. Crawford have entered into individual agreements with the developer to fix retention pond issues which they believe has led to flooding on their properties.

#### **NEW BUSINESS:**

- Robert's Rules of Order - Nicole proposed incorporating the relevant rules into future guidance on BOD relations. We will obtain additional information and circulate it.
- Budget Discussion – In addition to continuing to add \$5,000 a year to the Storm Fund, the 2019-2020 budget includes \$4,000 to begin building a fund for future jetty repair. The relationship between the special funds and the line item for Common Area Improvements was discussed. Motion to approve the 2019-2020 budget made by Patrice, seconded by Nick. Motion passes unanimously.

#### **COMMITTEE REPORTS:**

- Sand - Michael Zubretsky says the natural movements of sand over the winter worked out in our favor this year. The quantity and quality of the sand on Main Beach is great. The experiment in piling stand at the top of Dibble Beach last fall was a success in preserving the sand.
- Land Management - Pete questioned the budget process and specifically the Land Management Committee's budget proposal. Pete would like more discussion of the process. Damian requested a copy of Anthony's bids and submitted a copy of a bid from T&G Landscaping for review by the Land Management Committee. Eloise discussed the process the Land Management Committee used to obtain bids. Marlena emphasized that all board members should work through the established committees if they have concerns, input or questions. We presently do not have a beach guard. The guard position is advertised on the website. The swim lines need attention.

- Recreation Committee – There is currently no Recreation Committee. Volunteers will be solicited at the Annual Meeting in May.
- Council of Beaches - Ed Gales reported that there have been no recent meetings of the Council. He described a letter from the Council President on the Town's upcoming budget which discussed the Council's priority projects such as dredging, getting a constable, and more speed regulators.

## **PUBLIC SESSION**

Ed Gales asked to a public session. Marlena made the motion for a public session, Eloise seconded; all in favor. Ed expressed his views on conflicts of interest, fiduciary responsibilities and committee responsibilities.

Motion to adjourn made at 9:10pm made by Damian, second by Patrice, passed unanimously.