

Crystal Pond Association Annual Meeting Agenda August 3, 2024

Call to order

- a. Rick Bray establishes quorum 10:06 AM
- b. 59 Attendees

Welcome Statement

- a. Introduction of Board Members by Rick Bray
- b. All board members from 2023-24 year are present

Secretary's Report

- a. James W provides a brief summary review of 2023 Annual Meeting Minutes. Meeting minutes were provided as a handout, approximately 15 copies distributed for review by members present.
- b. Rick Bray makes motion to approve 2023 Annual Meeting Minutes, seconded by Scott H, unanimous approval by CPA members

Treasurer's Report

- a. Deb O provides updates on current account balances
 - i. \$6382.64
 - ii. \$13942.08
 - iii. CD \$10,259.32 Due Aug 21 2024 4.65%
- b. At time of Meeting – 71 members paid, with additional 6 members paid at the meeting for a total of 77.
- c. Association member inquiries on the number of actual properties, Deb was not sure however approximated there to be 110. One of the board's action items for 2024/5 is to research and clarify the actual list of eligible properties including those with water rights.

Water Committee Update

Rick B provides update

- a. 2024 Testing Program
 - i. Elizabeth and Carriel are in constant communication with NEAR
 - ii. Brief discussion of the schedule and analyses performed by NEAR in the 2024 Scope, as was presented in the Spring 2024 Virtual Meeting.
 - iii. Scope for 2024 includes long-term statistical analysis of data trends
 - iv. Approximately ~\$12k annual budget for 2024 Scope
 - v. The funds from the \$1k Grant awarded to CPA will go to fund the NEAR scope
- b. Water Quality
 - i. Overall, water clarity is low, presumably due to increased temperature. The water clarity is lowest observed since 1990s
 - ii. The precipitation the region is receiving provides the benefit of the pond remaining full, but it is also likely contributing to the decrease in water clarity

- iii. Nutrient levels are higher than preferred, multitude of factors create potential for increased nutrient loading (stormwater runoff, development around the lake, septic systems)
 - iv. Use of fertilizers at or near the edge of the pond have the potential to contribute to weed growth within the pond
- c. Invasives
 - i. Identified in the 2023/4 NEAR inspections – Mudmat. This invasive is considered a “non-nuisance” invasive. Transmission likely the result of migratory bird populations.
 - ii. Regardless of who/how transmission occurred, it is a strong reminder for residents to be vigilant about best practices. Boat cleaning for residents and visitors is critical, education on protocol is paramount.
- d. Stormwater Runoff / Wastewater Management
 - i. Discussion of different methods for controlling erosion and runoff. Ultimately it is up to the property owner to support and implement runoff control measures. Best management practices and mitigation measures were presented in detail at the Spring 2024 Virtual Meeting.
- e. Algae blooms are present, we do not have the data at this time to confirm what the populations consist of

Dam Committee Update

- a. Inspection and Maintenance Summary
 - i. October 30, 2024 is the date of planned drawdown for winter.
 - ii. At the time of this meeting, no active transport of material was identified through the historically identified seepage points. In general things are remaining at a “status quo” from 2023.
 - iii. Regular mowing and string trimming occurs, maintenance and cutting on the backside of the Dam is limited with the downstream beaver dam keeping water levels high
 - iv. Rick has requested support from Eastford Town Public Works to perform cutting of the backside vegetation this fall, as they have done for the last few years.
- b. Proposed Sluice Gate Replacement
 - i. Rick outlines the scope of the work outlined for this project, planned for the fall at time of drawdown. Activities include the replacement of the trash rack, cleaning of the rack & pinion, replacement of the sluice gate timbers, and resurfacing of the concrete around the cast iron low level outlet pipe.
 - ii. Time & Materials cost estimate is \$6k
 - iii. Will need to purchase or rent an inflatable “packer” that can be inserted into the cast iron pipe while this work is performed. This should allow the gate replacement to be performed with 30” drawdown instead of a 5’ drawdown. Having a packer also allows for redundancy and ability to implement in case of emergency (dam gate failure)
 - iv. Volunteers from the pond will fabricate the components and perform the replacement
 - v. A CT DEEP Dam Safety General Permit (GP-16) will need to be completed, submitted to CT DEEP, and approved by the commissioner prior to performing the repairs. Also need a Professional Engineer to perform oversight and inspection of the work. Karl Acimovic had previously agreed to perform the oversight and inspection, and the CPA Board will request his services soon.
 - i. Member Inquiry (Norm) – request to the board for any existing as-builts of sluice gate and components to complete the fabrication prior to

removal. Rick/Scott reply that no as-builts have been found in digital or paper copies. Part of the work scope this fall will be to create as-builts for future repairs

- vi. Although CPA bylaws do not require this work scope to be approved by vote of the association, Rick requested a show of hands of approval to perform the work. Unanimous approval by all members present to perform the work in Fall 2024.
- c. 2025 Dam Safety Inspection per State Statutes
 - i. The last safety inspection was completed in 2018 by Fuss & O'neil
 - ii. The intent is to request Karl Acimovic to perform the safety inspection in 2025
 - iii. Estimated cost is \$5-6k
 - iv. Rick mentions that due to the moderate downstream risk associated with a failure of our dam, we have no requirement to have an emergency action plan. As such, the board has no intent to draft an emergency action plan

Financial Forecast

- a. Projecting revenues for 2024 and 2025 as net negative (see provided Financial Estimates through 2026)
 - i. The CPA Board takes very serious consideration to these expenditures, and as a board wants to be transparent on these.
 - ii. CPA Board is putting an open request to all members to support ways to increase revenue
- b. CPA Member Inquiries
 - i. Alex Howe – can the board provide clarification on expenditure for historical data analysis? James responds that the analysis is to review the compendium of data back to 1990s. Additionally, NEAR will provide a database and all of the data so that CPA will “own the data” rather than be provided image/PDF tables in an annual report.
 - ii. Sal - why increase in Annual Report 2022 - 2023 50% - Deb responds that the increase is more aligned with invoicing schedules than actual cost increased. It is likely due to “when paid” vs annual increase, however, annual increases have been noted

Communications

- a. Website and Virtual Meetings
 - i. As a board, we are actively working to increase the accessibility, communications, and functionality of our website. We are also trying to update and modernize communication methods, and have more regular updates to the association. Intent is to increase engagement and awareness.
- b. Email – we have an email list, but if you would like to receive email comms, please ensure the board has the proper contact information prior to leaving the meeting.

New Committees

- a. Fundraising – James Winkler from the board to support, Andy Hustus, Sally Tyler and Erin Atwood to also be active members
- b. Engagement – Deb Oftedal from the board to support, Scott Hernberg to be active, looking for additional support
- c. Grants – Andy Groher from the board to support, looking for others to help in research and development. Andy wants to note that you don't need to be a grant writer, rather that you would help look for opportunities that CPA would be eligible to apply for.

Election of Board Members

- a. Scott Hernberg's term is up – has chosen not to renew
- b. Time Brooks' term is up – has chosen not to renew
- c. Bruce Lindemann's term is up – has a desire to renew.
- d. Andy Hustus, Bruce Lindemann, and Jon Bowen have a desire to join the board of CPA. Rick Bray motions to elect three members to CPA board, Deb Oftedal seconds. A unanimous approval by vote (hands) for all new board members.

New Business

- a. CPA Member PSA - Beverly Tatem - please do use flotation or other method for safety when swimming across the lake in open water.
- b. CPA Member Suggestion – Elizabeth Murphy - Consideration for reduction of drawdown.
 - i. 30" is historical, but changes in conditions (climate, development, etc.) may not be the best practice going forward.
 - ii. Decrease in thickness of ice, weed management, erosion and sediment control, etc.
 - iii. Destruction of benthic life, increased nutrient load due to rain events during drawdown events
 - iv. Mudmat propagation and spread may increase during drawdown events.
 - v. CPA Member Comment - D. Buchholz - stone walls should be considered.
 - vi. CPA Board Comment – Rick B - Intent is still to perform 30" drawdown for dam maintenance in October 2024, future maintenance activities will continue to require drawdown
 - vii. Discussion of 24" drawdown consideration. commentary from multiple members (Howe, Murphy, Groher, etc.) regarding the promotion of weed growth or destruction of shallow weeds due to drawdown. Need to review data to understand the effects of weed growth vs destruction. Suggestion for consideration of subcommittee for further review
 - viii. CPA Member Inquiry – Carl Winkler – what are the legal liabilities for destruction of personal property as a result of change in drawdown?
 - 1. CPA Board Response – Andy - No legal liability for destruction of personal property as an association
 - ix. CPA Board Comment – Nord Christensen - recalls discussion with George Knoecklein from NEAR that drawdown is not recommended.
 - x. CPA Board Comment - Rick B - Maintaining any target drawdown elevation requires continual monitoring of storm events and adjusting the opening of the sluice gate. There is currently a concern when operating the gate [especially during colder weather with icing potential] that the gate could become inoperable, potentially stuck in an open position, resulting in a full drawdown to the pipe invert (approximately 5' below pond full). There will be greater confidence in the performance of the gate system once the proposed gate replacement is completed. This maintenance activity will lessen the concern of any necessary gate adjustments during the winter drawdown.
- c. Following discussion, a motion for a drawdown target of 24" beginning in 2025. The drawdown target is "within a range of acceptability" given the need for active monitoring and gate adjustments to maintain the target elevation. Motion includes an exception for maintenance activities and emergency activities. Motion by Elizabeth Murphy, seconded by

Andy Hustus. Unanimous approval for the motion by a show of hands. **CPA Board Notes that a tally for those abstaining from the vote was not completed.

- d. CPA Member Inquiry - Andy Hustus - is the water quality data collected by the Town of Eastford or Woodstock at the park available for review by CPA? CPA Board response – we do not have the data available, however Michelle Bibeault said she would take on that action item

Adjournment –

- a. motion by Rick Bray – seconded by Deb Oftedal – all in favor by unanimous approval. Adjournment at 11:48 AM.