CARLETON SHORES ASSOCIATION

ANNUAL MEMBERSHIP MEETING MINUTES

Sunday August 25, 2019

**Call to Order**:

CSA President Mike Myers called the meeting to order at 4:14 pm on this date at the home of Marianne DePamphilis and Ron Caccavaro, 6 Carleton Drive West.

**Election of Board Members:**

Mike Myers introduced the members of the Board. All 9 were present.

Paper ballots were collected and all votes were tallied by Kandy Zarba and

Beth Houlihan.

**Introduction of New CSA Members:**

3 new neighbors were present and introduced themselves:

 Kumara Sidhartha from 4 Hornbeam

 Marty Hietsch from 2 Lost Meadows

 Rich Schwartz from 26 Carleton

**Secretary’s Report:**

Jayne Burke, Board Secretary, read minutes from the August 26, 2018 Annual Meeting. Jayne explained that these FY18 minutes are already posted in draft on the CSA website. Once approved today, they will be replaced with a final version. A vote to accept the minutes was passed unanimously.

**Treasurer’s Report:**

Ed Collupy handed out a report and explained that a few expenses for the current year will come in after year-end. Ed reported a total balance of $118,296.15 on 8/25/19. The checking account balance was $33,159.60 and the money market account balance was $85,136.55.

Ed reviewed the line items and explained that there was an overrun; as there was last year. Beach Path and Stairs and Roads and Grounds are the most significant items with overruns. Ed opened the floor for questions; there were none.

**Financial Audit Statement:**

Peggy Gorton discussed the financial audit that she conducted. In her opinion, the CSA financial statements fairly present the position of the Association.

**Review/Vote on Proposed FY2019 Budget:**

Ed Collupy reviewed the proposed budget for FY2019. The budget was handed out to the members. Ed spoke for the Board in recommending a $100 increase in dues from $300-$400 for the upcoming year. Ed explained the rationale for an increase:

1. Budget has been inadequate to cover expenses for the past 2 years
2. CSa must maintain our roads. The Town of Sandwich doesn’t do this. We have a maintenance plan in place but costs are increasing.
3. For the second year, we have not had funds to replenish reserves.
4. General inflation indicators
5. The last increase was in 2007

Ed opened the floor for questions ; there were none.

A motion was made and seconded to accept the Treasure’s Report, the Financial Statement Audit and the FY19 proposed budget. The motion was passed unanimously.

**Election Results for Board of Directors:**

Jane Akin, Jayne Burke and Bill Curran were elected to three-year terms ending in 2022.

**Secretary Vote for Slate of new Directors:**

Jayne Burke as Board Secretary cast a vote to accept the slate of new Board members. The slate was passed unanimously.

**Committee Reports:**

**Area Development and Home Approval**: Joel Magrini, Chair

 Joel reminded everyone who is planning a building project to reach out to his committee early and to read Section 8 of the CSA Bylaws ( available on the CSA website) . The Committee can help navigate the requirements of the Town of Sandwich and the Historical Society.

* **Roads and Grounds**: Mike Myers, Chair

Mike stated this report would be similar to the prior year’s report. Several potholes have been repaired. Mike explained that he surveys the entire neighborhood twice per year with the road repair vendor ( Kee) to identify problems and schedule repairs. This committee also handles catch basin cleaning. Mike reminded the neighbors that the Town of Sandwich is responsible for plowing and they require a 4’ wide and 14’ high clearance on each property. If we don’t comply, the Town can order immediate corrections or refuse to plow. So a reminder was given to all owners to be sure these clearances are in place. Mike also asked dog owners to take responsibility for cleanup after their pets. A discussion followed about drainage on Carleton Drive and Mike will follow up with those impacted.

Mike asked that any homeowners interested in joining these committees contact him.

**Old Business:**

* **Beach Security:** Marianne DePamphilis reported that the Board once again used All Cape Security for beach security, and moved down from 3 nights to 2. The Board receives a written report after each shift and believes this has helped to increase safety and security. The budget includes continuing this service. A discussion about the July 4th crowds followed. Mike explained that currently the security company is only asked to patrol the parking lot, not the streets. Mike explained that the Board is discussing strategies to improve safety on July 4th next year. He will also meet with adjacent neighborhoods . One neighbor noted that Torrey posts a security person at the front of the neighborhood and only admits cars with names on a pre-approved list. It was also noted that some non residents bicycle or walk into Carleton Shores so there are no cars involved. A neighbor expressed concern that lots of trash was left on her property and believes the offenders include residents, not just visitors.
* **New Business:**
* Beach Path and Staircase: Mike Myers reported that 3 more homeowners have received approval for beach restoration and will be using the beach path again. Mike will once again be present regularly to meet with the construction companies and to monitor the beach and path. As noted at last year’s Annual Meeting, the concrete debris has been successfully covered up. There was a question about whether the path would be restored to the old, more narrow path that it used to be. Mike explained that the construction companies were asked to restore it to the condition it was at the start of the project. Plantings were done, but did not take well. A beach front homeowner thanked Mike and Marianne who worked most closely with them to achieve a successful project. Mike explained the various steps that have been taken to deal with the beach path drainage problems. Continuing attention to this will be needed over the next year.

**\* Tennis Court Lease:** Mike Myers reminded everyone that the tennis court lease ends on August 31,2019. He also advised anyone selling their home to inform realtors that the dues no longer include the tennis courts.

**\* Socials:** Mike thanked Jane and Steve Akin for hosting this year’s cocktail party and asked for a volunteer to host next year’s.

\* **Parking Lot volunteers and drawing:** Mike thanked all the neighbors who volunteered for beach parking lot duty. 27 different families participated. A drawing was conducted for the volunteers and Patrick Hollis of Lost Meadows won.

\* **Golf Carts** – Mike read a statement that gives the Board’s view of use of golf carts on the Beach path, asking for common sense and tolerance for those who need assistance getting down the path. Generally, carts should be moved back to the parking lot after people and beach materials have been dropped off.

**\* Recognition** – Mike thanked Beth Houlihan for her service on the Board over the past 6 years and gave her a gift from the Board. Beth later expressed her appreciation for the gift and her appreciation to be able to work on the Board.

**Other:** Homeowners raised the following issues for the Board’s consideration:

* there are some oak trees that may need to be taken down
* lighting in the area of the beach lot would be inexpensive and useful; the Board should also consider the impact on nearby neighbors
* A neighborhood directory would be useful; this should be voluntary
* Our neighborhood is a beautiful place and should be kept that way; Mike stated that the original bylaws written over 50 years ago were intended to do just that.

**Adjournment: A motion to adjourn was made and seconded ; the meeting was adjourned at approximately 5:20pm**