

Oronoque Village Condominium Association  
600 North Trail Stratford, Connecticut, 06614  
Board of Directors Meeting  
Tuesday, May 16, 2017 7:00 p.m.

The meeting of the Oronoque Village Condominium Association (OVCA) was called to order by President Grosso at 7:00 p.m.

An opening statement was read by President Grosso regarding appropriate behavior for the Open and Closing Forums. He stressed that these forums were to give residents the opportunity to ask questions or present concerns about issues in the Village, not to make complaints about individuals. He stated he would not permit any discussion during the forums that brought up individuals by name.

**Open Forum:** David Bingham of 661A North Trail provided an explanation of why the non-conforming handicap parking space had been created which involved a resident in his district and had nothing to do with the OVCA Vice President, Cheryl Dwyer. He expressed a concern that the Association pay careful attention to situations involving special needs of individuals. Cheryl Comen of 409A Montauk Lane asked about the cost involved in the solar panel project as it was shown in the OVCA Budget. She asked if there was a loan and at what interest rate? Treasurer Robert Romatzick responded that there was no loan, there is no interest expense, it was shown that way for accounting purposes only. Oronoque Village does not own the solar panels.

The Secretary, Lee Schlafer, called the roll.

Present:

**Officers:**

President	Robert Grosso
Vice President	Cheryl Dwyer
Treasurer	Robert Romatzick
Secretary	Lee Schlafer

**District Representatives:**

District 1	Larry Hartley	District 7	Joanne Sutphen
District 2	Connie Shaw	District 8	Judy Waldeyer
District 3	Herb Galvez	District 9	Dima Thompson
District 4	Jackie Freeman	District 10	David Bingham
District 5	Dick Steinfeld	District 11	Barbara Minoff
District 6	Jerry Brown		

Also Present: Director of Maintenance – Mark Rhatigan

Jerry Brown made a motion to move to Executive Session. The motion was seconded by Robert Romatzick.

The meeting resumed at 7:40 p.m. Robert Romatzick moved that the OVCA Board of Directors offer the position of Executive Director to Mr. Fred Rodriguez as well as extending him the contract discussed in Executive Session. The motion was seconded by Dima Thompson. The motion passed with a unanimous vote.

The minutes of the January 11, 2017 and April 18, 2017 were approved as presented.

**President's Comments:** The text of the President's Comments are attached as an addendum to these minutes.

**Maintenance Director's Comments:** Mark Rhatigan spoke about the challenge of keeping up with lawn cutting due to the abundance of rain we have experienced. He noted that he was made aware that the landscaping in the Algonquin area is in poor condition and he is developing a plan to address that issue.

**Treasurer's Report:** Robert Romatzick explained that the OVCA Budget for 2017-2018 was approved and received 3 negative votes. The report for the 10 months ending April 30, 2017 was read and accepted.

**Standing Committees:**

Finance Committee- (given in Treasurer's Report)

Maintenance Committee- Ken Block stated that the new walkway for the South Clubhouse was under construction and the new lighting is in and numerous requests have been to install the new bulbs.

Social Activities Committee- Barbara Minoff provided an update on the program to offer Welcome Packages to new residents. The Alzheimer's Walk is scheduled for June 3, 2017 and she encouraged all residents to participate, even if they are unable to do the walk. Their support will be appreciated. She also mentioned that the Dancing With Our Stars event was hugely successful and there are plans to repeat it next year.

Insurance Risk Management- Bob Koritko reported that he had just received a positive report from FEMA about the flood zones. He will be following up with them for more details.

Racquet Sports Committee- Nancy Blagys substituted for Bill Tanski. She announced that the contract for maintenance of the courts will be continued for the next two years. Maintenance employees are learning the maintenance procedures for the courts. Burns Construction has been contacted about a patch needed for the pickleball court.

Architectural Committee- Jim Manzolli said that all submissions were approved at the last Architectural Committee Meeting. He requested that the Board vote on a request to expand a deck at 233B Boxelder Lane. Larry Hartley made a motion to approve the expansion of the deck. The motion was seconded by Connie Shaw. Dick Steinfeld questioned whether it was proper to expand a deck to provide access to sliders that were not installed legally. The response was that the sliders had been there for many years and the issue was whether the deck size was acceptable today. There was no further discussion. The motion passed with 11 in favor and 3 abstentions (Galvez, Brown, Sutphen).

Pool Committee- Jackie Freeman stated that the pools will open on May 27, 2017 and residents not having pool ID tags should visit the Business Office to obtain their tag. A robo call will go out to remind residents that their tag is needed to use the pool.

Communications Committee- Cheryl Dwyer advised that the Oronoque Village Social Facebook Page has been named OV Connections and the launch is planned for June 15<sup>th</sup>. She also explained that requests have been received to expand ½ page ads in the Villager to full page ads. The Communications Committee has investigated and found that it costs approximately \$50.00 to expand from the ½ page to a full page. A motion was made by Cheryl Dwyer to permit clubs or organizations to expand their ads from ½ page to a full page color ad provided that a check for \$50.00 made payable to Oronoque Village accompanies the request. The motion was seconded by Dima Thompson. Discussion followed during which Judy Waldeyer offered that the \$50.00 fee was very reasonable. A question was asked about the policy if such a request was made for an event that was a fund raiser for the Village or for some worthy cause. The response was that the Communications Committee will review each request and determine what policy is appropriate. A vote was taken on the motion and it passed with 12 in favor and 2 opposed ( Freeman, Minoff).

#### **Ad Hoc Committee:**

Rules and Regulations- Lee Shlafer stated that work is almost completed and the committee is going through a final review of the material.

Nancy Blagys, Oronoque Village Liaison with the Oronoque Country Club, reported that the Villager was carrying a monthly update of events being held at the Country Club, such a Trivia Evening. As always, the support of Oronoque residents is appreciated by the Country Club.

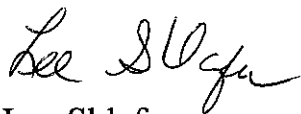
## **Unfinished Business- None**

**New Business-** A motion was made by Lee Shlafer to approve the payment of two \$250.00 scholarships to two students at Stratford High School and to two students at Bunnell High School. The motion was seconded by Cheryl Dwyer. There was no discussion. The motion passed unanimously. Herb Galvez explained that he thought a policy was needed to agree that a motion would not be voted on in the same month that the issue was brought to the board to allow for thought and research by the District Representatives unless there was a valid timing concern. The matter was discussed before any motion on this subject was made and it was determined that anyone not comfortable voting on a motion had the right to bring that up during discussion of the motion and choosing to abstain or vote against the motion if it did come to a vote. Herb agreed and the matter was closed. Jim Manzolli, as Chairman of the Architectural Committee, appeared before the Board to answer questions the Board raised as a result of their review of the revised Architectural Standards. Jerry Brown questioned why no enclosures for trash receptacles was permitted unless it was a type of planting. Jim explained that the intent was to keep the look of the Village natural and not allow different structures to be built around trash receptacles. Cheryl Dwyer asked if a unit owner was doing a do- it- yourself project such as a window replacement, did they still need to be licensed? Jim answered that they did and that the license was relatively inexpensive and this allowed the Association to be sure that work was done by qualified people. Dick Steinfeld pointed out a wording error which Jim noted. Given the length of the meeting, further review was ended and will be taken up at the June meeting beginning with Section V.

**Closing Forum:** Nan Schwartz of 157BSouth Trail stated that she thought the \$50.00 fee for a full page ad was very reasonable. In her experience, costs to accommodate such a request could easily exceed that amount. Sam Levinson of 608B Erie Lane asked if the advertisements in the Villager for the Oronoque Country Club were free? An answer was not readily available.

The meeting was adjourned at 9:07 p.m.

Respectfully submitted,



Lee Shlafer  
OVCA Secretary

## **Message From Your OVCA President**

**May 16, 2017**

As a result of last month's OVCA meeting and the Jan. 11<sup>th</sup> Special Meeting, I find it necessary to establish a protocol for what may or may not be said during the open and closing rums. Both of these forums exist to permit residents to have the opportunity to raise questions about rules, regulations, procedures or community issues that concern them. The forums are not intended to be the place to make complaints against fellow residents. There exist, within the Village, sufficient other means, a complaint system, district representatives, maintenance representatives, a Maintenance Director and an acting or in place Executive Director, to handle any resident to resident issues. Therefore, at no time during the open or closing forum shall a speaker reference another resident's name, explicitly, or implied, including Board members, be referenced by the person speaking in an accusatory or derogatory manner. Speakers are limited to three minutes and are to face the Board, not the audience when speaking. The intent of the OVCA meeting is to operate with civility. I acknowledge that the Jan 11<sup>th</sup> meeting went beyond civil as did last month's OVCA meeting, this practice has to end now.

I would be remiss if I did not specifically acknowledge that a resident delivered a serious unwarranted inaccurate verbal assault to a board member during open forum. This type of attack will not be condoned during my presidency.

In regard to the concern regarding the legality of an additional handicapped parking space that a resident requested this winter...Prior to striping the parking lot a year and a half ago, there were handicap spaces on an incline immediately to the right as you entered the parking lot. After further review and apparently unbeknownst to the Village, these were not in legal compliance and were never addressed. We will be investigating what options we have to assist the request.

### **Search Committee for Executive Director Update**

The Search Committee and the OVCA Board are pleased to announce that effective June 1, 2017, **Fred Rodriguez** will become Oronoque Village's newly appointed Executive Director. Fred is a licensed CAM (community association manager) in IL and FL and also is fluent in Spanish. He has over 30 years of operations, multi-family housing and property management experience in various markets across the US as well as the Caribbean. In his last position as the Branch President of Associa in the Hudson Valley, he was responsible for over 6,500 condominium residences, 1,500 rental units and 350,000 square feet of commercial space. He was instrumental in the relocation of two offices, re-branding of the Branch, enhancements in the areas of operational efficiencies and customer satisfaction.

During his tenure with Firstservice Residential, he led the start-up operations of Firstservice Branch acquisitions in Chicago, Dallas, Houston and various offices in Florida with portfolios in excess of 50,000 residences. In a supervisory capacity, Fred has overseen staff in excess of 250 employees ranging from front line janitorial and maintenance staff, landscapers, painters,

front office and administrative personnel to high level executives and controllers. In addition, he has provided training and seminars to various team members and clients in the areas of preventative maintenance requirements, understanding financial statements, customer service enhancements, capital projects, handling the media and press, public speaking and development of effective presentation skills. Fred emphasizes that his operational training techniques focus on areas of consistent re-occurring revenue and stringent expense control protocols; noting that concentrating on the finite expense details will always provide a greater yield to the assets operations.

He has also had involvement in providing motivational and customer service seminars for on-site individuals and development of operational best practices processes for Corporate Standard Operating Procedures (SOP). Fred's experience at Firstservice in Florida encompassed the role of Field Services Engineer, provided operational insights in all areas of large scale project management, mechanical installations (HVAC, plumbing), landscaping, electrical upgrades, property rehabilitation, disaster preparedness protocols, performance contracting and fire/life safety systems.

The candidate is a high energy individual who stresses the sense of urgency in attaining goals and objectives. His style of management is extremely hands-on and thrives on the complexities of multi-tasking. He believes in managing expectations for both external and internal clients and establishing clear and definitive goals and purposes in order to achieve the organizations objectives. The goal of leadership in an organization is to establish the vision for the team and the respective objectives, this individual believes that the role of a leader is to insure that the goals, objectives and vision of the company are consistently met or exceeded. You should also know that he loves to dance, tells us he is a good cook and relies on his wife to give him driving directions!

There will be a **"MEET and GREET Fred"** for all residents on Sunday, June 11<sup>th</sup> from 3:00-5:00 pm in the North Clubhouse. Refreshments will be served.

### **Stratford Town Hall Meeting Reminder**

Took place on Thursday May 18<sup>th</sup>, 2017 at 2:00pm in the NCB.

Town Hall representatives discussed the Town of Stratford's recently approved 2017/2018 budget followed by a Q&A session the second topic covered was the property assessment Appeals Process, including documentation requirements, key dates and responses, also followed by resident Q&A.

### **IT Systems & Network Security**

Axiom presented a proposal of system improvements to improve our network security and system efficiencies. After reviewing we requested some modifications to the proposal. Upon receipt and acceptance later this week, a recommendation will be presented to the OVCA Board for approval to proceed.

### **Human Resources / Employee Relations Committee**

This committee continues to be very active on a number of tasks. The Employee Handbook has been reviewed by our attorneys. Distribution to employees will take place in early June.

On Friday April 28<sup>th</sup> the Employee Relations organized a very successful informational meeting with EPIC OV's 401K Advisor. All the employees attended. Interested employees had an opportunity to have private meetings with the EPIC Advisor throughout the day.

The Employee Performance Evaluation tool has also been developed with Director of Maintenance's (Mark Rhatigan) support and input and is now ready for utilization.

Also with Mark's support and input the committee has provided submitted a job description template for legal review.

### **Flood Zone Update;**

We received news late Tuesday that part of our flood zones have been reclassified by FEMA. We will be meeting with the surveyor this weekend to analyze the FEMA report and determine next steps. We will continue the process with FEMA to eliminate as many flood zone designations as possible.

### **Re: Board Meeting on-going microphone issues**

Shout out to; Mark Rhatigan, 'Bert,' Jim Thompson, Jim Ruddy and Mike Hill for working with OV's supplier, AMP, to address & resolve the on-going issue! Amazing work, team!

### **From Mark Rhatigan, Director of Maintenance:**

Grounds crew is working until 6:00 pm Mon. through Wednesday to mow the fast growing grass. We have 3 additional seasonal helpers to assist in mowing and weed whacking. 2 more will start soon.

District 1: Landscaping has been neglected through the years, we are putting a list together of what can be done this year and a plan for improving landscaping and better maintenance for the future.

Pools open on Saturday, May 27<sup>th</sup>. We are power washing the decks and getting everything ready. The grills will be uncovered, cleaned and ready for Memorial Day weekend. Road that opens into back South parking lot will be closed off.

I met with the pool committee and will be meeting with this year's pool attendants so everyone is clear on the rules and regulations for pool use. All residents are **required** to bring their Oronoque issued photo ID for pool access. (issued last year). See Linda Arvers in the office if you do not yet have an official photo ID.

The large window in the Arts and Crafts room in the South Clubhouse has finally been installed. The gables and louvers for the North Clubhouse are scheduled to be refurbished and repainted. Residents should be cautious when entering and exiting the building where carpenters will be working.

Our deck and entry painting program is continuing. Starting in July units in districts 4, 5 and 7 will be done. Our pruning program begins June 12<sup>th</sup>. A map will be on the website showing which week your area will be done. An outside contractor will be pruning along with an on-site

supervisor. They will attempt to speak to the unit owner before pruning around the unit. A reminder if a resident does not wish to have our contractor do the pruning, please request an amber reflector from maintenance to be installed outside of the unit.

Spring cleanup day is this Saturday, May 20<sup>th</sup>, 9:00-1:00. Dumpsters will be in the rear South parking lot. The shredding truck will be in the North parking lot. Please adhere to the rules posted in the recent *Villager*.