

**MINUTES OF THE MEETING OF THE OVCA BOARD OF DIRECTORS**  
**North Clubhouse, 600 North Trail, Stratford, CT 06614**  
**August 17, 2021**

**Call to Order**

The Meeting of the Board of Directors was held on the date, time and at the place set forth in the notice of Meeting fixing such time and place and attached to the Minutes of this Meeting. Notice of the Meeting was posted forty-eight hours prior to the Meeting. The President called the meeting to order at 7:15 pm.

**Calling of the Roll**

A quorum of Board of Directors was established.

There were present the following Board Members:

**Officers:**

President	Lee Shlafer
Vice President	James Rapaport
Treasurer	Kenneth Colman
Secretary	Myrna Mills Albino

**District Representatives:**

District 1	Larry Hartley (alternate)	District 7	Pat Hurley
District 2	Absent	District 8	Elaine Ficarra (alternate)
District 3	Mike Hill	District 9	Jim Thompson
District 4	Bob Krakovich	District 10	Maureen Gordon
District 5	Debbie Grosso	District 11	Barbara Minoff
District 6	Arnold Gans		

**Also present:**

Fred Rodriguez, Executive Director

**Reading of the Minutes of Previous Meeting**

The minutes from the Board meeting of July 20, 2021 were approved as presented.

**Report of Officers/Executive Director/Director of Maintenance Operations**

The following presented the reports as attached to the Minutes of this Meeting.

OVCA President Lee Shlafer  
Executive Director Fred Rodriguez  
OVCA Treasurer Kenneth Colman

**Reports of Committees**

The following reports were presented and are attached to the Minutes of this Meeting.

Architecture	Jim Manzolli
Maintenance	Jackie Freeman
Pools	Bob Krakovich

Communications  
House Facilities  
50<sup>th</sup> Anniversary Gala

Mary W. von Ziegesar  
Barbara Stewart  
Lee Schlafer

**Old Business:**

- Jim Manzolli reported that a final decision was made on the three new or expanded decks that were given preliminary approval by the Board in July contingent upon the Architectural Committee' s satisfaction with their final review. The final decision was:
  - 142A Bolbone Lane - Approved
  - 72B Dakota Lane – Approved with amendments
  - 306A Piute Lane - Approved

**New Business:**

- After reviewing an appeal of the Architecture Committee' s decision to deny permission for a partial sheet rock ceiling in the lower level at 593B Erie Lane, a motion was made to approve the appeal by Jim Rapaport and seconded by Barbara Minoff. The motion was not approved by a vote of 9 (D1, D3, D4, D5, D6, D9, Sec, Treas, VP) opposed and 4 in favor (D7, D8, D10, D11). The decision of the Architecture Committee was upheld.
- A motion to accept the recommendation of the Architecture Committee to revise the Architectural Standard for New Windows was made by Lee Schlafer and seconded by Arnie Gans. The recommendation was unanimously approved.
- A motion to rescind the motion passed at the July OVCA Board meeting permitting an Elections Guide with paid advertising was made by Jim Rapaport and seconded by Myrna Mills Albino. The motion was approved by a vote of 12 with one abstention (D3).
- A resolution will be distributed to OVCA Board members after the meeting for their vote on whether to accept a recommendation made by the Racquet Sports Committee related to the non-resident guests policy.

**Closing Forum**

- Sue Pfannkuch, 497B Iroquois Lane, stated that the current Address Book is outdated on the Oronoque Village website. Lee responded that the new web portal will address that.
- Jim Rapaport, 44B Buckskin Lane, commented on the current high risk of COVID-19 exposure and the Gala.
- Jim Manzolli, Architecture Committee Chair, corrected a statement made during earlier discussion about ramps. Whether a ramp is allowed is a decision made by the Architecture Committee. In the sale of a unit with an existing ramp, the buyer cannot assume that the ramp will be allowed. An application must be made demonstrating need.
- Bob Grosso, 211A Agawam Drive, commented on the ramps discussion and also provided latest statistics about the high vaccination rates in Connecticut.

The President declared the meeting adjourned at 8:50 p.m.

Dated: \_\_\_\_\_

10/22/21

  
Secretary

The Maintenance Committee met on August 9. The following are points of information:

The PM program is waiting for the siding order in order to resume work in the Apache area.

Deck and Entry work is scheduled for Districts 4&5 to begin in mid September. Residents will be updated.

Lawn Seeding--There are 153 open requests. Residents are reminded to water reseeded areas in AM &PM.

Street Maintenance--34 fire hydrants are being painted by OV Maintenance staff--paint provided by Aquarion.

The Dryer Vent program is still ongoing with an overall positive response from residents.

Concerning new business, we had a lengthy discussion of snow removal procedures. Last year was exceptional with frequent and heavy snowfall, staff shortages and equipment issues.

There was an inordinate number of resident calls to the Maintenance and Business Offices with complaints and requests for updates. This impacted response to true emergencies and communication with staff in the field. Residents are encouraged to contact their Maintenance Rep. for updates which are sent to them by the Maintenance office. There was a large number of cars parked in driveways and extra spaces that made it difficult and time consuming to clear areas. OV Snow Removal procedures must be reviewed by residents.

There has been a quadruple increase in the number of residents requesting Priority Clearing of Sidewalks. As a result, the Maintenance Committee recommends that these requests be evaluated for need with proof. There could be a possible charge and hiring an outside contractor.

Handicap ramps that are still attached to units even though the residents needing said ramp no longer live there was also a concern. This does impact the snow shoveling program.

Jackie Freeman, Maintenance Committee Chair

## 20210817 OVCA Board Meeting

### Communications Committee Report

Submitted by Mary W. von Ziegesar, Chair

To update you on our latest activities:

#### **THE 50<sup>th</sup> ANNIVERSARY**

To support Cheryl and her Gala Committee's efforts, we have been supplying information and content for inclusion in The VILLAGER to help us celebrate our anniversary. These articles include subjects such as our Village's Indian names and landscaping, and 1970s cost of living facts and stats. Upcoming articles will include information about our unit names and some long-time residents, the pioneers of Oronoque Village.

#### **SURVEY**

At your last meeting, I introduced Tom Fuchs, a new resident and new member of the Communications Committee with an extensive background in consumer research. This includes surveys, so we have created the first of what we hope will be other surveys, possibly 3-4 a year, using the new Portal. This survey is for every unit. It is anonymous. Some questions are directed per unit and some per resident in that unit. This survey will be included in the September 15<sup>th</sup> VILLAGER. Our focus is to learn about our demographics, and the wants, needs and opinions of our residents regarding issues such as vehicles and The VILLAGER.

#### **THE VILLAGER**

Receiving the survey results will be very helpful for us when we meet this fall to discuss The VILLAGER's frequency, content, advertising, etc. For the past few months, it has been wonderful to witness the increase in activities happening around us. Kudos to Carol King for her work.

#### **COMMUNICATING WITH STANDING COMMITTEES**

Since my last report on July 20<sup>th</sup>, I have not met with any additional Standing Committees. I hope to do my homework soon and meet again with the Architectural Committee to review how we may help with communications.

#### **THE OV WEBSITE**

Lee and I met last week with Fred, Linda Arvers and Carol King to be updated on the staff's status for rolling out the new sites – Site 1 - the OV public site; Site 2 - the OV private/resident's side site; and Site 3 -the Portal, the back-end, business site. The office has been busy updating content; I appreciate their efforts. We've discovered some tweaks that we are addressing from both our input side and from 3-Prime and FrontSteps' sides. We've been told that the updates by our staff should be complete by the end of this week.

I'd like to inform you of our roll-out plan and next steps. We are going to be meeting with volunteers from each district who've helped us along the way with this project. We refer to them as Portal Pals and we will be meeting soon to review updates in the How-To Manual and the process of helping residents join and/or become re-acquainted. We will then offer demonstrations, by district, to

residents. We have concluded that sending out emails at one time with invitations to everyone not yet connected, rather than to focusing on one district at a time, will be most efficient. With the invitations, we will also attach the Manual. The resident may print the Manual if desired. For those who are unable or unwilling to print it, but want one, we will provide a printed version. This Manual will also be posted on the OV website. An issue with which we are grappling regarding the roll-out is having the new and the old sites running simultaneously. This is doable but recommended for only a very short time. Maintaining information on the old and the new sites is an issue the staff has been managing. So, for now, the Calendar is almost updated. The Address Book content, after the roll-over, will be maintained in the Portal. This is no longer to be called The Address Book but The Directory. Personal information includes what each resident has entered in the current Address Book - telephone numbers, address, email. Just as has been the case with our Address Book on the OV site, on the Portal, new users will need to input their information and then consent to have that information made available to other residents via the Portal. Access and information on the OV private side – Site 2 – remains the same as it is now and will be functional on the new OV private side.

### **A New Project: ORIENTATION MATERIAL FOR NEW/PROSPECTIVE OV CANDIDATES**

Given that elections of all flavors are upcoming, we are going to review the materials we have available to help OV residents who are elected and or who are considering running for an OV position to understand the process and the respective responsibilities. There have been recent updates so I am thinking that this review may focus not so much on the content but on how we best get existing information to those interested. Again, this is resource material which I hope will be beneficial to everyone in the Village, whether a candidate, a representative, or a resident.

### **THE ARCHIVES PROJECT**

Again, this will be a late fall, early winter project. As an example of what will go into the Archives is this key, on loan to the Archives Collection from Arnie Gans. This *Key to Oronoque Village* was a gift to Arnie's now-deceased mother, Evelyn Gans, on her 100<sup>th</sup> birthday, in recognition of being an "outstanding resident" of the Village for 34 years. Thank you again, Arnie. If you know of anyone who has an item which may become part of the Archives, please let me know.

As stated in my previous report, I will no longer mention those Communications Committee projects which are, for the most part, complete. So, that ends this report!

Respectfully Submitted,

Mary W. von Ziegesar, Chair

**Oronoque Village Condominium Association  
ARCHITECTURAL COMMITTEE  
August 2021 Report to OVCA**

Applications submitted totaled 4

The applications included replacement windows, sliders, HVAC replacement

Three applications with July pre approval from the board:

142A Balbone Lane( Approved)

72B Dakota Lane (Approved with amendments)

306A Piute Lane (Approved)

The next committee meeting will be on Tuesday, September 14, 2021, applications should be submitted to the business office by Friday, September 10, 2021 for consideration.

Respectively submitted,  
Jim Manzolli  
Chairman

## Pool Facilities Committee Report

Through emails and in-person conversations while at the South pools, the Pool Facilities Committee held our August meeting. The topics discussed were: 1) the allowing of guests once the NCB pool closes effective September 7<sup>th</sup>, 2) the replacement status of the outdoor water fountains at the SCB/NCB pools and 3) incidents and confrontations directed at the pool monitors (and myself) at the SCB/NCB pools.

Regarding guests once the NCB pool closes on September 7<sup>th</sup>, the Pool Facilities Committee refers back to bullet point #1 of the Pool Rules and Regulations reapproved by OVCA at its July 20<sup>th</sup> meeting stating:

1. Residents wishing to bring guests (grandchildren, family members, friends) may bring them to the pool located at the North Community Building only

Therefore, no guests will be allowed for the remainder of the 2021 pool season.

Regarding the outdoor water fountains, Mark Rhatigan, Director of Maintenance, informed me that three have been ordered, however are on backorder, due to COVID, from the supplier with an expected delivery date of late September. These new water fountains, one which is destined for the Racquet Sports facility, are rated for outside use whereas the ones they are replacing were never rated for such usage.

Regarding incidents and confrontations, the 2021 pool season has been fraught with them since Memorial Day weekend, yet became more prevalent once the rules regarding guests were established. Pool monitors have been criticized for asking to see Resident ID's, dared to call the police by residents or their guests over the disregard of pool rules, there was one (possibly two) instance(s) of nudity, confusion of signage regarding the guest pool, and a guest who returned to relieve themselves in public as a gesture of defiance of the pool monitor to name a few. I personally have had close to 10 instances where residents were asking me for special permission to allow them to have guests on non-guest days. One went so far as to say that their spouse had been on many committees here in Oronoque over many years, to which I replied "well then you must be well aware there are rules which must be followed while living here in Oronoque".

In light of the above, I must give kudos and "jobs well done" to the pool monitors who have performed their duties and responsibilities admirably so far this summer. Thank you to Linda, Brian, Michael and Shane for lugging the sign-in books in and out every day (twice when it rains), disinfecting the tables/chairs/loungers, skimming the pool of bugs, collecting items left behind by pool users each day, all while keeping a smile when dealing with pleasant and some not-so-pleasant residents and guests each and every week. Please come back next season.

Bob Krakovich  
Pool Facilities Chairman

## House Committee Minutes - August 5, 2021

Meeting was called to order at 10 am by chair, Cheryl Dwyer  
Members present: Marie Orlowe, Barbara Stewart, Irene Keating, Maria Szalontay, Barbara Minoff, Cheryl Dwyer. Fred Rodriguez, Executive Director

1. **John Staley presentation** - John Staley presented a request to imbed a time capsule containing Oronoque Village historic information into to the wall next to the Artist of the Month exhibit in the NCB front hallway. There would be a plaque on the wall to designate the location of the time capsule. After discussion, the HC approved the concept of a display on the wall but did not approve a glass window showing the box. We requested more specific details about the plaque (size, material etc). John S to provide this information for House Committee review at the September meeting.
2. **Hours of Opening /Special events** - At present, the clubhouses officially close at 9pm each evening unless there is an event which has been scheduled 30 days in advance requesting an extension until 10pm. We discussed the type of event which would qualify for this exemption. No decision was made at this time. The activity request form needs revision to reflect this rule change.
- 3.. **Piano** - The Piano in the SCB will be re-tuned by September, in time for scheduled September events.
4. **Stall latches/ SCB back bathroom sink** - Fred R to remind maintenance that some latches on the ladies bathroom stalls are not working. There is a sink in the SCB ladies back bathroom that is out of order.

Meant adjourned at 11:10 am.

Next meeting is September 2 at 10 AM

Respectfully submitted,  
Barbara Stewart, Secretary

MINUTES FOR 8/09/21 MAINTENANCE MEETING  
NCH Board Room

ATTENDANCE: All Districts were represented. Also present were Mark Rhatigan-Maintenance Director, Fred Rodriguez-Executive Director and Dennis Caffrey-OVTD Liaison.

ACCEPTANCE OF MINUTES AS WRITTEN

MARK RHATIGAN'S REPORT:

Please see the attachment for Mark's complete written Report and Agenda. Additional information:

21-22 PM Program:

Residents must clear all outside walls of any decoration, hooks, etc before the work can begin. They may contact the Maintenance office for any needed help completing this task. The work this FY year is in District 6.

Pruning: Only for shrubbery up to 13 feet.

Fall Lawn Reseeding: Mark will create a map of all the current work orders and the maintenance workers will follow the order outlined, for efficiency.

Roofs: There are 264 Thoreaus and 174 Emersons that will eventually receive the soffit extensions & commercial gutters. The \$80K cost is for the 9 units listed.

JACKIE'S COMMENTS:

She reminded us that we on the Maintenance Committee are liaisons for our Districts between the Residents and Maintenance. We do not make decisions nor form new policies. We can only make recommendations. Fred explained we can ask the OVCA Board to put our suggestions on their Agenda, or submit our recommendations to the appropriate OVTD committee.

OLD BUSINESS:

Dryer Vent Cleaning Program: Each District gave an update and shared resident comments. With a couple of significant exceptions, the program is an ongoing success. The problem was with the owner, not with their workers nor the office.

NEW BUSINESS/DISTRICT COMMENTS:

Snow Removal Procedures: Each Rep was requested to get input and comments from their residents for suggestions on how to improve snow removal this year. We first acknowledged that last winter was exceptionally challenging due to very many & very heavy snowfalls, coupled with a shortage of staff due to COVID. It was also noted that snow removal is under the auspices of OVTD which is in charge of our roads

The issue that was discussed at the most length was the problem of so many residents now demanding to be placed on the Hight Priority list for walkway shoveling. Fred and Mark try to verify the need and legitimacy of immediate walkway shoveling and have determined many of the requests are more of a "want" rather than a true "need" nature. And it appears that some people have not even been honest with their reasons. High priority walkway shoveling is a drain of time and limited staff that continues throughout the hours of snowfall. To address this growing problem, the following motion was made, seconded and passed unanimously: "The claim & request for Priority Clearing of walkways will be evaluated by Management to determine its necessity, and Proof must be submitted." There was a discussion of possibly charging residents who apply for priority status, but can not provide need and proof, will be charged for the work. Residents must call the Maintenance office yearly to discuss any special needs. Every resident must be encouraged to read the published OV Snow Removal Procedures yearly.

Other comments/suggestions:

For those units without attached garages, a path must be cleared from the unit out of their unit and to their garage as driveways are being cleared.

Lengthy discussion on Handicap ramps. A resident must submit a yearly request for priority cleaning and Proof is required.

Aids and support people can enter through attached garages and do not need cleared walkways, unless there

is no attached garage. Those situations are already handled with High Priority snow removal.

Residents would like to be informed more frequently of the progress of snow removal, for roads, lanes, driveways and walkways. Fred said someday we might use drones to observe the progress. Last year's e-blasts were appreciated, but not sufficient. Very difficult to be very accurate with such a complex, ever changing, situation.

Maintenance has budgeted for 2 new snowblowers to compliment the 7 we already own. Downtime is normal for the snowblowers to replace blown cotter pins that snap to protect the snowblower under challenging conditions.

It was noted that icicles, ice by garages and tight lane turns are all serious challenges to cleanup.

It was suggested that all designated snowplow drivers familiarize themselves with their areas before the first snowfall. Also, the snowplow and Kabota drivers must be the ones placing the orange and yellow snow sticks to protect the curbs and grassy areas from the snowplow blades.

The suggestion that some staff work weekends during the winter, on a rotating basis, so there is no overtime costs and to provide immediate response to any snowfalls, is not feasible. We do not have enough staff to stagger their work days, and full staff is always required to clear our 300 acres.

All maintenance people have phones and are in constant communication during snow removal. Thus, when one area needs more workers or different equipment for a difficult situation, help can be there in a timely way. Thus, the office also knows of any problems and need for extra assistance and can coordinate situations.

Any initial necessary piling of snow on corners, wide driveways, cul de sacs, walkways, etc, will be removed once the snowstorm is over. Maintenance hauls snow over to Oronoque Country Club whenever necessary. In fact, sometimes they need to clear areas of snow there, so residents can park there, as well as for dumping OV excess snow mounds.

Discussion of the necessary requirement for all residents to always park one car in their garage, and to move any other cars out of their secondary spots over to the South, North or OCC parking lots. There was a discussion of charging for extra work from cars left in the way. It was acknowledged that because of COVID, there were far more residents, and thus cars, here this winter, many of whom would normally be in Florida etc, making it difficult for residents to easily remove their cars from over-full parking areas, after the snow cleanup was completed. This needs to be addressed to prevent this problem occurring again.

The meeting was adjourned at 5:40pm.

The next meeting is scheduled for September 13, 2021 at 4pm in the NCH Boardroom.

Respectfully submitted,  
Renee Zinn, Secretary

OVCA  
RACQUET SPORTS FACILITY

**GUEST POLICY**

OV Residents may use the courts outside of scheduled Club activities (Court Reservations, Round Robin, Tournaments, or Clinics), and may invite up to three (3) guests per court, providing that the OV Resident is present at all times.

OVCA Racquet Sports Committee

## **SAC Monthly Report for August 17th 2021 OVCA Board Meeting**

**SAC** (Social Activities Committee) meets the 1<sup>st</sup> Monday of each month. We have 11 Reps & 11 Alternates attending our monthly meeting to participate in the planning and hosting of SAC events.

If a SAC Rep or Alternate cannot attend a monthly meeting, it should be the responsibility of the SAC Rep to find a replacement and communicate with the SAC Chair. A full financial report from our SAC Treasurer is given at our monthly meeting.

### **Ongoing Activities:**

**SAC Welcome Packet:** We currently have **360 packets** distributed by District SAC Reps since the program started in June 2016. SAC prepares all packets and absorbs cost of "File of Life" cards for this program. We continue to receive positive feedback from New Residents.

**It's 5 O' Clock Somewhere:** The next 5 O'clock Somewhere will be on **Friday, September 3<sup>rd</sup>**.

---

Our upcoming **Picnic Basket Games Event** is **Sunday, Aug 22<sup>nd</sup>** has been canceled.

The **New Residents Welcome Cocktail Party** is scheduled for **Sunday, November 7<sup>th</sup>**. I have been talking with New Residents who have been inquiring & asking when they will have the opportunity to meet with other new residents? A lot have asked & questioned why this event hasn't already happened? New Residents are eager & patiently waiting to meet their other fellow residents that share their enthusiasm. It was mentioned to me that Oroonque is a 55 Community not a Retirement Community.

Our **5 O'clock Somewhere** is back **Friday, September 3<sup>rd</sup>**. This has been a long-awaited monthly event for all Residents Old & New to get together to enjoy mingle & just have a good time.

I am still attending as SAC Chair, the HOA monthly meetings with Oxford Green, Heritage Village, Chatfield Farms & other 55+ Communities here in CT. Oxford Green has a policy in place for Pool & Events regulations. Anyone attending (Residents Only) has to show proof of vaccination in order to participate or use the pool or attend events. Otherwise, they have to sign a waiver releasing them from any obligations of contacting Covid 19 due to negligence on their part. Chatfield Farms has started to book bus trips going forward and also opening up once again as Heritage Village & Oroonque Village has done.

**Our next SAC Committee meeting will be Monday, September 13th in the NCB Library at 5PM**

Respectfully submitted,

Mary Ann Weaver, SAC Chair