

MINUTES OF THE MEETING OF THE OVCA BOARD OF DIRECTORS
Virtual meeting via Zoom
April 20, 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 7:06 p.m.

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	Catherine Violette	District 7	Pat Hurley
District 2	Connie Shaw	District 8	Sherri Bearse
District 3	Mike Hill	District 9	Jim Thompson
District 4	Bob Krakovich	District 10	Maureen Gordon
District 5	Debbie Grosso	District 11	Steve Gadowski (alt)
District 6	Maggie Dunigan (alt)		

Also present:

Fred Rodriguez, Executive Director

Reading of the Minutes of Previous Meeting

The minutes from the Board meeting of January 19, 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 Committee Jim Manzolli

A motion to approve a patio at 54A Blackhawk Lane, as recommended by Architectural Chair, Jim Manzolli, was made by Bob Krakovich and seconded by Jim Rapaport. The motion was approved unanimously.

Communications Committee	Mary W. von Ziegesar
Maintenance Committee	Jackie Freeman
House Committee	Cheryl Dwyer
Racquet Sports	Peter Feick
SAC	Mary Ann Weaver
50 th Anniversary Gala	Cheryl Dwyer

New Business:

Oronoque Village Condominium Association Annual Budget

A motion to adopt the 2021-2022 Oronoque Village Condominium Association Budget that will result in a .01% increase was made by Ken Colman and seconded by Maureen Gordon.

Discussion followed. The motion was accepted with a vote of 12 to 2 (District 11 and Vice President).

The following motions to accept the policies and procedures for operation during the pandemic were made by Myrna Mills Albino and seconded by Jim Rapaport:

Motion to accept the policies and procedures, amended to restrict participation to residents only, for operation during the pandemic prepared by the Bocce Committee.

Motion to accept the policies and procedures for operation during the pandemic prepared by the Tennis Committee.

Motion to accept the policies and procedures for operation during the pandemic prepared by the Pickleball Committee.

Motion to accept the policies and procedures for operation during the pandemic prepared by the Mini Farms Committee.

Motion to accept the policies and procedures, amended to remove the mask requirement on deck areas, for operation during the pandemic prepared by the Pools Committee.

Motion to accept the policies and procedures, amended to allow the Library to be used for meetings when overflow space is needed and to exclude card games, for operation during the pandemic prepared by the House Committee.

Discussion followed. All were passed unanimously.

A motion was made by Bob Krakovich and seconded by Jim Rapaport that the opening of the Oronoque Village Outdoor Facilities, namely the Pickleball Courts, Tennis Courts, Bocce Court and the Mini Farm plots, and not including the pool, be changed from their previously voted upon May 1st opening date, adhering to the guidelines presented by the respective committees to the OVCA Board. The Tennis and Bocce Courts to open on April 24. Mini Farm plots and Pickleball Courts will open on a date that the Executive Director will supply by April 21.

Discussion followed. Motion was passed unanimously.

A motion was made by Bob Krakovich and seconded by Jim Rapaport that the opening of the Oronoque Village Indoor Facilities, namely the North and South Clubhouses, excluding the Library, be changed to May 15 from their previously voted upon June 1st scheduled date, adhering to guidelines presented by the House Committees to the OVCA Board. The Library opening to remain June 1.

Discussion followed. Motion was passed unanimously.

A motion was made by Bob Krakovich and seconded by Jim Rapaport that the reopening of the Oronoque Village Pool Facilities be on Saturday, May 29, adhering to the 2021 Guidelines for Reopening Pools and Deck Areas presented by the Pools Committees to the OVCA Board.

Discussion followed. Motion was passed unanimously.

Closing Forum

Thomas Aubin, 274B Running Book Lane, requested that consideration be given to modifying procedures for operation of the pools during the pandemic to allow guests of residents who are children to use them.

The President declared the meeting adjourned at 8:56 p.m.

Dated: 5/20/21

MA Mike Albino
Secretary

OV Mini-Farm May 2021

COVID Guidelines

We the undersigned mini-farm gardeners agree with the following guidelines and support opening the mini-farm with these safety measures:

1. Only six people are allowed in the mini farm at one time.
 - a. If you arrive and that is the case, then you must wait outside or come back later.
2. Social distancing of six feet apart must be adhered to at all times.
3. You are not required to wear a mask while farming, however it is **recommended** that if you have not received a vaccine, you should wear a mask.
4. If you are using tools from the shed, you must wear gloves, or you can bring your own. Also, there will be disinfectant and paper towels in the shed.
5. When leaving the farm everyone must sanitize the door handle. A bottle of sanitizer will be provided by the entrance.



OVTC APRIL 2021 COVID GUIDELINES

TENNIS COURTS USAGE AND TENNIS PLAY GUIDELINES - Adopted by the Oronoque Village Tennis Club to be in effect during the COVID 19 crisis. These Guidelines will remain in effect until further notice. Any player not abiding by these Guidelines will not be allowed back on the courts.

NON-RESIDENTS/GUESTS - Per OVCA, non-residents/guests are not allowed to use the courts.

PLAY TIME - Unless reserved on weekday mornings by Tennis Club members, the courts will be open daily to all Oronoque Residents from 7:00 a.m. to 7:00 p.m..

OVTC RECOMMENDS THAT ALL PLAYERS FOLLOW THE United States Tennis Association/USTA "COVID-19 UPDATED PLAYING SAFETY GUIDELINES "Tips and Recommendations for Players," as attached.

PLAY AT YOUR OWN RISK - If you choose to play please follow these safety Guidelines. It is preferable that all players have had a COVID vaccine. It is recommended that you bring your own water, as no water-fountain will be available.

NO CONGREGATING - All players should arrive at courts just a few minutes before play and they should leave the courts immediately after play. No congregating before or after play. Social distancing shall be observed and face-masks shall be worn at sign-up and upon entry and exit of courts.

SIGN UP - Tennis club members have the privilege of reserving courts Monday to Friday 8 a.m. to 9:30 a.m. and 9:30 a.m. to 11:00 a.m. by signing up at the courts at 5:30 p.m. the prior evening before play. A lottery system is in effect if players out-number courts.

SPECIAL EVENT/ROUND ROBIN PLAY - A maximum of 25 players.

BALL MACHINE - Until further notice, the tennis ball machine may not be used.

TENNIS BALLS - Pick up all tennis balls that you use and dispose of them. There is no repository for used balls.

**20210420 OVCA Board Meeting
Communications Committee Report
Submitted by Mary W. von Ziegesar, Chair**

The Communications Committee continues to be actively engaged in a variety of projects. I recognize and very much appreciate the contributions of: Tina Vermette, Bruce Pollock, Jerry Reece, Peter Marcato and Sarah Bodenheimer for their Committee and project work. Carol King has been very responsive and helpful with our projects; we are very appreciative of her work. We also appreciate the energy – and the memories and memorabilia – shared by Sandy Lunt, Dee Varholak and July Waldeyer as we work to support the 50th Gala Committee. Finally, thank you to Fred Rodriguez for attending our meetings and for his input.

To update you on our activities:

THE 50th ANNIVERSARY

We are helping Cheryl's 50th Gala Committee by planning and creating content for THE VILLAGER and also content and placement in other media, all with the intent to keep residents informed and reminded of past events and upcoming activities in preparation for the Gala celebration. We are gathering an amazing array of stories and photographs for inclusion in the 50th ANNIVERSARY publication. Judy Waldeyer, Sandy Lunt, Tina Vermette, Dee Varholak, Carol King and I met last week to plan a proposed layout and to review some of the content. If any of you have any special photographs or stories, please contact one of us and consider sharing them during this celebration.

THE VILLAGER

At our monthly Committee meeting last week, we invited Lisa Massaro, the sub-contractor responsible for THE VILLAGER advertising to attend. It was her first ever visit to a Communications Committee meeting; I hope to make this a yearly event. Lisa informed us that there are 21 consistent Advertisers; that contracts are not based on a fiscal year, but run per that individual advertiser's schedule; that those advertising appreciate the printed format; and that most of those advertising offer services targeting our community's demographics.

THE VILLAGER content has been expanding with the new "From the Community Column" under Bruce Pollock's purview and which invites residents' submissions on reviews of books, movies, travel, etc.; the "Dining In" column by Ulla Adema (with Kee's input), and the "Rejoice with Joyce" column by Joyce Saltman which reminds me of some of the humor and "Life in these United States" stories found in the old READER'S DIGEST. Again, if any of you have any contributions, or if you have friends and neighbors with possible contributions, please let us know.

Finally, we are looking for a volunteer or two to proofread THE VILLAGER. This is not an editing role, but a role of someone who appreciates spelling and grammar. It typically takes 2-4 hours per issue and is best done digitally, so it requires familiarity with using a word or PDF document. Please let me or Carol King know if you know of someone.

THE NEW RESIDENT INFORMATION PACKET (NRIP)

We met with the Maintenance Committee and Mark Rhatigan at their monthly meeting last week. Before the meeting we sent the Maintenance representatives and alternates the portion of the packet which relates to business, maintenance, rules, responsibilities etc. The meeting was very productive and the input valuable. Thank you to Jackie Freeman, Chair, and to Mark. We are in the process of making the suggested updates. Special thanks to Tina Vermette and to Lee for their time and input in bringing this project near completion.

THE OV WEBSITE

As mentioned in my February OVCA Report, our website presence has three parts: Site 1 - the Oronoque Village public side; Site 2 – the Oronoque Village private/resident’s side; and Site 3 – the Portal, which is the back-end side where business gets done. Our role has been to work to determine best options for suppliers, to determine content and format, and basically to bring Sites 1 and 2 up-to-date with technology, information relevant to residents, and access to information about our operations as well as our surroundings. Our goal has been to make accessing this information – whether it be, for example OVCA meeting minutes, a Work Order Form, the Resident Directory/Address Book, or the New Residents Information Packet - as intuitive and easily accessible as possible for residents. We are in the process now of uploading information, readying for testing and finalizing the manuals we’ve created to help with the roll-out. A huge thank you to Lee, Peter Marcato of the Communications Committee and to Fred. We are all aware that this project has been in the works for a long time. We have made it a priority and I am proud to say that the end is in sight. We hope to have all three parts live by late this spring. My thanks to Linda Arvers and to Carol King, and also to Diane Roche and to Liz Choma in accounting for their work to get the new sites populated.

LINKS

Headed by the Communication Committee’s Jerry Reece, the LINKS project is ready to roll and will be up and running on our new website. This site will provide links to a variety of venues – from restaurants to parks to entertainment events. We are initially starting with links to venues in CT, but after some feedback regarding what interests our residents, we may consider out-of-area links to, for example, museums or musical events in far-away places.

As I noted, we are approaching the completion of two major projects – the New Resident Information Packet and the OV WEBSITE update. This is not an invitation for more projects, but we do have two new items which are in the process of being formalized on our plate:

ARCHIVES

While working on the 50th GALA with Chair Cheryl Dwyer, our sub-committee has been busy contacting residents for their recollections. As a result, we are learning about many stories, photos and old publications etc. that some of our residents have accumulated. Thanks to Judy Waldeyer, we have every VILLAGER in a binding. Thanks to Carol King, we have many VILLAGERS archived digitally. We are also discovering that a lot of these memories and memorabilia may be moving on and they may be lost if this project doesn’t happen now, at this special anniversary opportunity. I have spoken with Lee, Fred and Cheryl – wearing her House Committee hat; each has given me a positive response. Judy Waldeyer, Dee Varholak, Sandy Lunt and Tina Vermette have volunteered to work on this project also. In fact, Sandy and Dick Steele and Dee have attempted to get a similar project going in the past, but to no avail. We are working on a plan. I have submitted the appropriate form to the House Committee for approval. I will report more as we progress. I am very excited about the possibilities here. I truly believe that now is the time to gather our history and to preserve and display it: An Archives Project!

Finally, and I appreciate your patience, the last new project:

COMMUNICATING WITH STANDING COMMITTEES

At our meeting with the Maintenance Committee last week, it occurred to me that our Communications Committee might be able to offer support to other Standing Committees to help them communicating – in THE VILLAGER, on the web, on TV, direct mail, eblast, Facebook however. I appreciate that this may not be something of need, or interest, to every Committee, but I see value in at least initiating an annual conversation/meeting with each Standing Committee to discuss this, and, if interested, to set up a yearly “Communications Plan” outlining how, what and when our Committee might support that Committee. So, in the not-too-distant future, I’ll be in touch with the respective Chairs to discuss their possible interest. Again, if any of you have any questions or comments about this effort, please let me know.

Respectively submitted,

Mary W. von Ziegesar

**Oronoque Village Condominium Association
ARCHITECTURAL COMMITTEE
April, 2021 Report to OVCA**

Applications submitted totaled 19

All submissions approved or as noted:

- 5. Replacement windows and /or sliders
- 3. Awning
- 1. New lower level door.
- 1. Replace upper level door.
- 1. Add screening to existing deck.
- 1. Install lower level humidifier system
- 1. Replace lower level storm door
- 2. Remove interior wall and remodeling
- 1. Add lower level door, remove interior wall, interior remodeling
- 1. Replace HVAC and interior remodeling
- 2 Add patio.
 - 54A Black Hawk lane (Approved)
 - 222B Shoshoni Lane (Denied)

The next committee meeting will be on Tuesday, May 11, 2021 applications should be submitted to the business office by Friday, May 7, 2021 for consideration.

Respectively submitted,
Jim Manzolli
Chairman

**Oronoque Village Condominium Association
ARCHITECTURAL COMMITTEE
April, 2021 Report to OVCA**

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All submissions approved or as noted:

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- 3. Awning
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- 1. Add lower level door, remove interior wall, interior remodeling
- 1. Replace HVAC and interior remodeling
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 - 54A Black Hawk lane (Approved)
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The next committee meeting will be on Tuesday, May 11, 2021 applications should be submitted to the business office by Friday, May 7, 2021 for consideration.

Respectively submitted,
Jim Manzolli
Chairman

Anniversary Committee Minutes
March 30, 2021

Members Present: Cheryl Dwyer, Chair, Barbara Minoff, Bonnie Usinger, Dee Varholak, Debbie Grosso by phone
Arline Walton, graphic artist

Invitations: Arline presented choices of borders for invitations. Everyone agreed to the first border. The wording will include the words Fabulous 50th Anniversary. Word “golden” has been taken out. Arline will bring sample to next meeting.

Cheryl will work with Arline on final wording dependent on dates, location, etc.

We will have white stock invitations with black wording and border.

Arline will find the best price and order us white top opening envelopes as soon as possible (finding best price for us.). Order will be for 1000 envelopes to allow for errors, additional mailings, etc.

Concern was addressed regarding the accuracy of the address list at the office. The committee does not have faith that the list is always up to date and totally accurate taking out deceased residents or people who have left the village, new residents, etc. After much discussion it was determined that envelopes will have addresses on them, no names and will be hand delivered to the mailboxes.

Members will research easiest but classy doable way to write the addresses (hand written, on computer, labels, etc and report at our next meeting.

Arline is creating a return address label for the envelope that reads “OV 50th Anniversary”. This will match style of invitation itself. Arline will also create a fancy label for return envelopes which will state: OV 50th Anniversary Committee, 600 North Trail, Stratford, Ct. 06614

Cheryl will see if mailbox can become available at NCB for Gala returns.

Cocktail Party: SAC has agreed to host an outside cocktail party on Saturday, June 12th with a rain date of Sunday, June 13th. Cost per resident will be \$5 or less. Dee Varholak will serve on the SAC sub committee.

Banner: Arline presented the banner to the committee. Everyone was thrilled with the result. Kudos to Arline for a great design job! Banners will go up close to April 15th.

Decorations: Bonnie shared table number displays for table. Cheryl Comen is working with her on these.

Next meeting will be on April 15th at 2:00 pm, Cheryl’s home. (Outside weather permitting)

Agenda for April 15th meeting:

1. Finalize envelopes, labels, etc
2. Identify what specific information we want in May 3rd Villager. (Deadline to send is April 20th)
3. Identify what specific information we want in May 17th Villager (maybe: Save the dates???)
4. Review UI info as it may interfere with SAC cocktail party location
5. Discuss contents of letter to residents that will accompany invitation.

Respectfully submitted,
Cheryl Dwyer

The Maintenance Committee met via Zoom on April 12, 2021. Mary von Ziegesar, Tina Vermette, and Lee Schlafer from the Communications Committee were present at the meeting. Mary presented their New Residents Information Packet to the committee. As a result, questions and suggestions came for the members. Lee Schlafer encouraged Maintenance Reps to participate in this future program. Maintenance Reps requested that they be informed by the business office of new residents moving into their district.

At our May 10 meeting, Maintenance Reps will be asked to report on the number of residents interested in a possible dryer vent cleaning program, at owner expense. District Reps are asked to follow up with their Maintenance Rep on gathering this information.

District Reps are encouraged to bring forth districtwide or Villagewide issues to their Maintenance Rep to be discussed at our Maintenance meetings.

As stated, our next Maintenance Committee meeting will be held on May 10 at 4:00pm.

Jackie Freeman, Chair of the Maintenance Committee

OVCA Treasurer's Report for the Nine Months Ending March 31, 2021

Income

- 1) Common charges billed through March were \$3,756,220
- 2) Other income through March was \$38,753
- 3) Interest income for nine months was \$861

Total income for the nine months was \$3,795,372 which exceeded budget by \$24,186 due to the unbudgeted Altice cable renewal fee received in January.

Expenses

Total nine month expenses were \$3,489,910 leaving a \$305,462 profit that exceeded the small budgeted surplus by \$245,670. The favorable variance is due largely to the timing of scheduled unit maintenance spending, lower insurance, utilities and pool related expenses as well as the benefit from the unbudgeted Altice income.

Reserves As of March 31, total monies set aside are \$889,205 and are held in a checking account and two money market accounts.

Delinquencies As of March 31, there were 13 units with common charge balances over 60 days past due totaling \$34,025. Of this total \$5,581 was paid during the first 2 weeks in April.

Kenneth Colman

Treasurer

4/20/21

OV Pickleball Club April 2021 Covid Guidelines

- It is preferable that all players have had a covid vaccine.
- **DO NOT COME OUT AND PLAY** if you are not feeling well, if you think you have been exposed to the virus or you have been out of state.
- Please wear a mask while entering and exiting the courts.
- Round Robin play with a maximum of 25 players.
- A sign-up sheet will be posted outside the courts for when you arrive. When all 25 slots are full you will need to check back at a later time.
- Bring hand sanitizer and sanitize your hands and the balls frequently
- Bring your own chair to sit in-between games
- While waiting to play, please social distance.
- Be sure to bring enough water as the water fountain may not be available
- No spectators inside the courts
- Any member not abiding by these rules will not be allowed back on the courts while covid guidelines are in place.
- Non residents / Guests are not allowed on the courts per OVCA.
- The ball machine will not be available for use until further notice.
- Round Robins will be scheduled for the below times.

Mon Wed Fri 10:00 to 12:00 and 4:00 to 6:00

Tue Thurs 9:00 to 11:00 and 4:00 to 6:00

Saturday and Sunday 9:00 to 12:00

SAC Monthly Report for April 20, 2021 OVCA Board Meeting

SAC (Social Activities Committee) meets the 1st 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 **334 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 - Its 5:00 Somewhere - TBD

SAC had their April Committee meeting outside in front of the Tennis Court area across from the North Clubhouse on Wednesday, April 14th. Almost all the SAC Reps & Alts attended. It was so nice to finally get together again after all our Zoom meetings. We had a great meeting and was able to cover a lot with everyone enthusiastic to finally be together.

It was reported by Dorothy Tanski that another 10 Welcome Packets went out for New Residents moving into Oronoque.

Our next SAC event will be June 5th for our annual Alzheimer's Walk in honor this year of our past SAC Chair Rose Marie Delessio . We look forward to having a good turnout for this event.

Our main goal was to discuss our upcoming SAC 50 & Fabulous Cocktail Party, which will help kick off the big 50 & Fabulous Gala Event which will be coming in the fall. June 12th is planned for our SAC 50 & Fabulous Cocktail Party with a rain date on June 13th Due to CDC Guidelines and to be able to have as many Oronoque Residents attend this event; SAC's Cocktail party location is currently scheduled for the South Parking lot. We hope to have as many Oronoque Residents attend to enjoy a Fabulous get together once again. Look for our upcoming events in your Villager & on our channel 591.

SAC Chair, (Mary Ann Weaver) is still attending monthly meetings with Tracy Samuel, Administrative Director at Oxford Green, along with Reps from Heritage Village, Chatfield Farms & other 55+ Communities here in CT. Our next meeting will be this Friday, April 23rd. I will report back with any information other 55+ communities in our Connecticut area are experiencing an events being planned.

Attached are the minutes from our last SAC meeting on April 14, 2021

Respectfully submitted,

Mary Ann Weaver, SAC Chair

Oronoque Village Pool Committee
2021 Guidelines for Reopening Pools and Deck Areas
(as of 4/14/21)

- The Pool Committee will follow Connecticut COVID-19 Regulations and Guidelines
- Use of the Pools and Deck areas for Oronoque Village residents only
- It is highly recommended, though not required, that residents be fully vaccinated
- Residents showing symptoms/signs of illness or infection should not use the pools
- Pools open June 1st, North pool closed after Sept 5th, South pools closed after Oct 1st
- Pools are open daily 9 AM to 7 PM (closed completely from 12 - 1 PM for sanitizing)
- Pool capacities (which will be monitored):
 - 75 people in the North and South cold pools/deck areas
 - 50 people in the South heated pool/deck area
- 4 seat tables, chaise lounge chairs, set up on the deck areas spaced six feet apart
- Tables, chairs and chaise lounges are NOT allowed to be moved
- Masks are NOT required to be worn in pools
- Masks are REQUIRED on deck areas when social distancing cannot be maintained
- Procedures for pool usage:
 - Residents must obtain a valid Pool ID Tag issued by the Business Office
 - Residents must sign-in with the pool monitor showing their Pool ID Tag
 - Monitor will record resident's name, arrival time, and pool area being used
 - Social distancing must be maintained while in the pools and on the deck areas
 - Residents must sign-out with the pool monitor when leaving for count accuracy
- Lap swimming:
 - Cold pools - allowed all day, in the two marked lanes, one person per lane
 - Heated pool - allowed 9-10 AM only, in two unmarked lanes, one person per lane
- Water Aerobics (if offered):
 - Limit of 20 participants requiring sign-up in advance for a two-day session
 - Session 1 - Mondays / Wednesdays from 10 - 11 AM in the South heated pool
 - Session 2 - Tuesdays / Thursdays from 10 - 11 AM in the South heated pool
- Bathroom and Shower Facilities:
 - Access from pools to building interior limited to bathroom/shower areas only
 - Indoor facilities near gym at SCB available Monday - Friday during pool hours
 - Outdoor facilities at SCB available during pool hours
 - Indoor facilities at NCB available during pool hours
- Individuals must provide their own pool "noodles" and bring home when leaving

Pool rules not superseded by this document are to be strictly adhered to