

**MINUTES OF THE MEETING OF THE OVCA BOARD OF DIRECTORS**  
**North Clubhouse, 600 North Trail, Stratford, CT 06614**  
**March 15, 2022**

**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 7:05 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	Catherine Violette	District 7	Pat Hurley
District 2	Catherine Hogan	District 8	Sharon Bearse
District 3	Mike Hill	District 9	Absent
District 4	Bob Krakovich	District 10	Maureen Gordon
District 5	Richard Steinfeld (alt)	District 11	Tom Fuchs
District 6	Arnold Gans		

**Also present:**

Fred Rodriguez, Executive Director

**Reading of the Minutes of Previous Meeting**

The minutes from the Board meeting of January 18, 2022 were approved as presented.  
The minutes from the Special Meeting held September 8, 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

Communications  
House Facilities  
50<sup>th</sup> Gala  
OCC Special Liaison

Mary W. von Ziegesar  
Cheryl Dwyer  
Cheryl Dwyer  
Mim Schreck

**New Business:**

- Motion to allow more than one resident guest per unit to enter the buildings for activities beginning May 14, 2022. Proof of vaccination is required for everyone over the age of 5. It is the responsibility of the resident to ensure that the guest is vaccinated and that proof is shown. (Proof of vaccination requirements may be changed by management in future months.) The motion was made by Lee Shlafer and seconded by Maureen Gordon. This motion passed with a vote of 8 Yes (D1, D2, D3, D5, D6, D7, Treas, VP), 5 No (D4, D8, D10, D11, Secretary).
- Motion to allow reservations to be taken for private parties beginning April 4, 2022. Proof of vaccination is required for everyone over the age of 5. It is the responsibility of the resident to ensure that the guests at the private event are vaccinated and that proof is shown. (Proof of vaccination requirements may be changed by management in future months.) The motion was made by Lee Shlafer and seconded by Catherine Hogan. This motion passed unanimously.
- Strategic Planning Committee proposal was presented. All Board members from OVCA and OVTD will be invited to a workshop on March 29, 6:30 – 8:30 pm to kick off the strategic planning effort.

**Adjourned to Executive Session**

**Closing Forum**

- None

The President declared the meeting adjourned at 9:20 p.m.

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

4/19/22



Secretary

## **20220318\_3 OVCA Board Meeting**

### **Communications Committee Report**

Submitted by Mary W. von Ziegesar, Chair

I am thankful that we have the technology to Zoom our meetings, but I appreciate being able to meet in person. It is good to see you.

First off, I am pleased to announce that Carolyn Charnin has joined our Committee. Carolyn brings with her a varied, teaching background, involvement in a variety of groups here and terrific communication skills.

#### THE ARCHIVES

On Sunday, we held a quiet opening of the Archives. If you have not visited the SCB's front card room, adjacent to the kitchen, please do so. This project started as a outgrowth of the Communications Committee's 50<sup>th</sup> Gala committee. That committee – Tina Vermette, Sandy Lunt, Dee Varholak and Judy Waldeyer, plus the cabinet cabinet display builder Ron Ciecko – are to be commended for their work. We are now returning our focus to the 50<sup>th</sup> Anniversary Magazine. Judy Waldeyer, longtime VILLAGER editor, has graciously offered to lead this effort and to work with Carol King on this magazine. We have a lot of content and a lot of enthusiasm.

#### THE VILLAGER

Our review of the VILLAGER is a bit delayed but picking up speed. We have a focus group meeting on the docket next week. I've been investigation other condo publications and means of communicating within their communities. As mentioned before, we will be looking at residents' input, content, frequency, cost and income, redundancy with information posted on the web with the goal of a plan for your consideration. Again, the intent of this review is not to change what exists, but to examine what we have and to consider options for the future.

Also, regarding the VILLAGER, we have recently undertaken a review of the Advertising Policy as it applies to standing committees and clubs and associations. There has been some inconsistency and some misunderstanding of this policy. I have asked Fred and Carol King for their input.

#### STRATEGIC PLAN

We have completed an outline of our Strategic Plan. We intend to offer this as a guide for future Communications Committees with the understanding that it is a suggestion, and that plans are meant to be adapted changed along the way.

#### OVTV – Channel 591

Bruce Pollock of the Communications Committee has been gathering a group of interested residents to explore expanding our use of our TV Station, Channel 591. Bruce has been in touch with the sub-contractor for Altice who manages their TV stations and confirmed that our use may be greatly expanded at no extra cost. Bruce has also met with Carol King, who is responsible for uploading content on the station. The next step is to gather content and set up a programming scheduling. I find this very exciting, as all sorts of content may be featured, including high-resolution photos and YouTube videos. An example is one of Wendy Swain's tours of Sculpture in New York's Central Park; another is a description of our Archives. If you are interested in contributing to this project, please let me or Bruce know.

#### ROBO CALLS and EBLASTS

Also under review is the policy regarding robo calls and eblasts, again because of some questions about what is and is not appropriate. We will present to you our suggestions when complete.

In an effort to help clubs and associations with communicating with the office and with their members, some email addresses have been created using an OVCA gmail account for that specific group. This will benefit the staff as the staff may now consider that gmail account official account for that group, rather than getting many emails from many people requesting different items. Access is granted to only one or two people per email address associated with that specific group.

#### Oronoque Country Club

Having gotten no response to an initial offer to Alliance Management to help with any of their communications efforts directed toward our residents, we are in the process of contacting the Chabot Family Restaurant Group with the same offer to help spread the word about their plans.

#### THE OV WEBSITE

It is my understanding from Fred that the Address Book on the [www.oronoquevillage.com](http://www.oronoquevillage.com) is almost complete. There have been numerous challenges, which explain these long delays, but we are apparently almost ready to make this live. This Address Book will become the main source of residents' contact information instead of the Directory on the Portal. Before going live, we will be sending out information about how to access the Address Book. Again, we hope this will happen shortly. If you are a new resident and/or have not registered on the OV site before, please visit [www.oronoquevillage.com](http://www.oronoquevillage.com), click where it indicates for residents to log in, then, click to register. If you have any questions at all, please don't hesitate to call the office or to call me for help.

Respectfully submitted,

Mary W. von Ziegesar, Chair

**Oronoque Village Condominium Association**  
**ARCHITECTURAL COMMITTEE**  
**Minutes of Meeting**  
**January 11, 2022**

Present: Jim Manzolli (JM), Mark Rhatigan (MR), Jim Ganis (JG), Stan Lessler

A. On line meeting opened at 9:30 on line.

**B. Applications**

<b>Date</b>	<b>App No.</b>	<b>Unit No.</b>	<b>Name</b>	<b>Request</b>	<b>Member</b>
1/10/22	2-22	274B	T. Aubin	Replace slider	SL
12/30/21	171_21	131B	M. Cerritelli	Install oversized front door and slider	MR

**C. New Business**

None

**D. Old Business**

Unit identification signage needs to be updated. The committee will work with Mark to recommend a replacement signage.

Meeting adjourned 10:30 AM

**Next committee meeting will be Feb. 8, 2022.**

Submitted,  
Jim Manzolli  
Chairman

Distribution by e-mail:

AC Members, F. Rodriguez, M. Rhatigan, Linda Avers, Lee Marsh

Finance Committee Minutes

March 14, 2022

Present: F Rodriquez, L Schlafer, K Colman, V Liss, P Harris, D Kanner, L Clifford, D Roche

Absent: R Drexler, T Becker

Meeting started at 4pm with Ken Colman welcoming Lucy Clifford as the new member of the committee as well as wishing Vic Liss best wishes on his move to Stamford

the February financials were reviewed with emphasis on the past due balances

Vic Liss also recommended that creating consolidated Village financials ( OVCA and OVTD ) be considered in view of the large amount of debt on the respective balance sheets ( especially with new OVTD line of credit pending )

meeting ended at 4:55 pm

Ken Colman Treasurer

**Oronoque Village Condominium Association**  
**ARCHITECTURAL COMMITTEE**  
**Minutes of Meeting**  
**February 8, 2022**

Present: Jim Manzolli (JM), Mark Rhatigan (MR), Stan Lessler(SL), Larry Hartley (LH), Arnie Gans (AG), Ellen Hyde Phillips (EHP)

A. On line meeting opened at 9:30 on line.

**B. Applications**

Date	App No.	Unit No.	Name	Request	Member
1/11/22	4-22	201A	S. Sherman	Replace patio door	LH
1/19/22	6-22	774A	J. Tarnoski	Replace lower level windows	LH
1/31/22	10-22	605A	A. Danzberger	Lower level wall relocation and remodeling	MR
	11-22	512B	K. Wells	Replacement windows and slider	LH
2/4/22	12-22	757A	D. Kanner	Replace 4 windows and a slider	LH
2/7/22	13-22	81A	J. Serapiglia	replace front and storm door	JM
2/7/22	14-22	774A	j. Tarnoski	Replace 4 windows on main level	LH

**C. New Business**

None

**D. Old Business**

Unit identification signage needs to be updated. The committee will work with Mark to recommend a replacement signage.

Meeting adjourned 10:30 AM

**Next committee meeting will be March 8, 2022.**

Submitted,  
Jim Manzolli  
Chairman

Distribution by e-mail:

AC Members, F. Rodriguez, M. Rhatigan, Linda Avers, Lee Marsh

OVCA Treasurer's Report for the Eight Months Ending February 28, 2022

Income

- 1) Common charges billed through February were \$3,339,172
- 2) Other income through February was \$10,610
- 3) Interest income year to date was \$4,270

Including the budgeted surplus, total year-to-date income was \$3,420,193 which was \$4,362 over budget largely due to a price increase on our Oronoque resale literature.

Expenses

Total year-to-date expenses were \$3,284,187 leaving a \$136,005 surplus that was \$122,371 favorable to the modest budgeted surplus of \$13,634. This favorable variance is attributable to lower wages and related benefits of \$62,870 as well as the virtual absence of budgeted COVID prevention expense of \$36,333.

Reserves As of February 28, total monies set aside are \$910,647 and are held in a checking account and two money market accounts.

Delinquencies As of February 28, there were 9 units with common charge balances over 60 days past due totaling \$55,588. All are in various stages of collection with our attorneys. Four units comprising \$40,569 of the total owed have foreclosure sales either done or pending where OVCA can expect full payment.

Kenneth Colman

Treasurer

03/15/22



MINUTES FOR 3/14/22 MAINTENANCE MEETING  
NCH Boardroom @ 4pm

ATTENDANCE: All Districts were represented. Also present was Mark Rhatigan-Maintenance Director.

ACCEPTANCE OF MINUTES AS CORRECTED.

MARK RHATIGAN'S REPORT:

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

21-22 PM Program Update: The lumber is actually scheduled to arrive on Thursday, 3/17. As previously discussed, the cost has gone up dramatically from roughly \$3.50 to \$4.75/ lineal foot. This could impact the number of buildings worked on in the future.

The Western Red Cedar is becoming harder to buy because they're not growing it in abundance as before. So far, the alternative non-wood siding & trim materials from Tru Exterior seem to be the best choice. However, those of us present were not that impressed with any of the choices. The EMRC group is planning to continue to explore other alternatives for side and trim.

Leaf Removal Update. OCC continue to blow leaves onto our property. Mark will talk with them again. He feels the new OCC owners are much more open to listening to OV and expects this situation to improve.

Spring Tree Work: Harris has the list of the identified stumps that need grinding. We may call him for the locations. The present backlog is much less than it's been in previous years. Mark said that they will be planting new trees that require less upkeep than Oaks and Pine trees, etc)

Because it is still difficult to hire permanent as well as summer help, more work will need to be either outsourced to both help our staff or take on certain jobs completely.

NEW BUSINESS (Mark):

Condo Owner Solar Roof Panels: Fred attended a State Assembly meeting regarding their potential approval guidelines for individual owner installation. This was a preliminary discussion pointing out various potential problems, (ie: when the roof would need to be replaced, or willing upkeep by future owners, or rapidly changing technology etc).

SCB Water Intrusion: There was significant damage last fall during the torrential rainstorm. Mark explained how the flooding of the Ballroom and Lounge possibly occurred and what Maintenance is planning to do to prevent a reoccurrence in case of another torrential storm.

22-23 Paving schedule: Preliminary site work must be completed by an outside firm that'll take 2-3 months.

Pool Chemicals & supply chain issues: Since almost all chlorine used in US pools has come from China, as well as the chemicals used to manufacture any in the US, there is a projected shortage for at least this year.

Downed Cluster Light Pole on Midwood: UI has determined it is too close to a Hi Pressure Gas line, so there is a very strong possibility the light pole won't be replaced.

Leak Detection & Protection Systems for Individual Unit Owners: Mark made a presentation on how these systems would alert & prevent damage from water leakage & bursting pipes, & minimize expenses & possible insurance claims. These Systems are not cheap, (potentially a couple thousand dollars) but they can prevent major damage. The committee suggested Mark look into choosing an appropriate company or two, and that would give OV residents a group discount, (for a minimal number of OV residents signing up) for Water Damage Protection Installation. He passed around information from one he's already in contact with.

OLD BUSINESS

Ground Cover Suggestions Update: The Subcommittee presented their initial report verbal & in writing. A motion was then made & seconded for the Subcommittee to choose 3-4 of the smaller, as well as varied types of the identified unsightly problem areas, (where no or minimal grass grows) & then determine which of the possible ground covers could work best. These installations will be trial runs of potential appropriate ground coverings. The results will be evaluated at a future date. Locations will be in both the North & South Village. The motion passed.

DISTRICT COMMENTS:

D#2: Final leaf cleanup: Spring Leaf pick up will begin in the near future. All the needed vehicles must be changed

over from snow removal attachments to those for leaf removal. As always, all leaves must be bagged in paper, not plastic. Exceptions must be approved by the office for any extremely large resident-raked loose piles of leaves that would need to be picked up with the leaf vacuum.

Note: Leaf pickup must follow the office schedule. It is too inefficient to do yards & common areas out of order.

D#3. Asked & was told to put in Work Orders for any mailbox or mailbox-stands in need of cleaning, repair or replacement. Note: there is a schedule for replacement of 15 locations/year.

Information requested on how to minimize & absorb sound between certain adjoining units.

Was told to put in a work order to replace coiled phone cord in Work Out room. Note: We may put in work orders for anything we feel needs Maintenance attention, not just for our own units.

D#5: Suggested a One-call Op-in System so OV Robo Calls will automatically go to text messaging as well. This will save our staff valuable time.

D#7: Discussion that there are certain units that have adjoining bathroom drains, that share a common Y connection. Thus there could potentially be backups into each others units.

D#8: Suggested that all units that are Empty over a lengthy time, and units owned by residents who go to Florida over the winter, be especially targeted to purchase the Leak Protection Alert systems that would immediately prevent water leaks & damage. It was noted that many Home Protection Security system companies can at least provide alerts against specified water leaks.

Meeting was adjourned at 5:50pm

Next Scheduled meeting at 4pm on April 11, 2022 in the NCH Boardroom

Respectfully submitted,  
Renee Zinn, Acting Secretary

**ORONOQUE VILLAGE MAINTENANCE COMMITTEE MEETING**

**March 14, 2022 4:00 P.M. – NCB Board Room**

FREDS

COPY



**Meeting called by: OVCA**

**Type of meeting: Maintenance**

**Chairman: Jackie Freeman**

**Recording Secretary/Notes:**

**Vice Chair: Larry Hartley**

**Renee Zinn**

**Attendees:**

**AGENDA**

- Roll Call
- Accept Minutes of **January 10, 2022** Meeting
- Mark Rhatigan's Report and Comments
- Jackie Freeman Comments
- New Business: *Solar Panels for individual units, SCB water intrusion, 22-23 paving schedule, pool chemicals and supply chain issues, downed light pole on Midwood Trail.*
- Old Business: *Ground cover findings update*
- District Comments
- Adjournment
- Next Scheduled Meeting (**April 11, 2022**)

The Maintenance Committee met on March 14. The following are the issues that were discussed at the meeting:

The Exterior Materials Review Committee looking into alternative siding materials has met. We had a preliminary presentation of siding samples. Further options and costs are being investigated.

Stratford had 6 storms totaling 22.3 inches of snow. In the Village, 7.5 inches on January 7 and 8.2 inches on January 28 resulted in the use of 142 tons of salt mix and 140 bags of ice melt. Contractors were called in for shoveling walkways in a third storm.

Concerning the Village recreation facilities, Tennis nets have been tightened, windscreens, clocks, and other components for tennis and pickleball will be attended to by March 28 so facilities will be fully operational for April 1.

The Subcommittee for Ground Covering met to research and list alternative plantings for low to no grass growth areas. Dima Thompson, Renee Zinn, and Al Comen presented their findings. It was proposed that the three members of the committee choose 3-4 identified areas in the and conduct test plantings of different types to evaluate success.

Residents had inquired about solar panels being installed on individual resident units. With roof replacement, trusses needing shoring up and a question of responsibility when the unit was sold, the issue becomes impractical.

Mark also reported on Leak Defense, a company offering products and technology to address water leaks and the resulting damage. Further investigation of other companies and cost of the products and installation will be ongoing.

The next Maintenance meeting will be April 11, at 4pm in the NCB Boardroom.

Jackie Freeman  
Maintenance Chair

**REVISED - MARCH 9TH**  
House Committee Minutes  
March 3, 2022

All members present including Fred Rodriguez, Executive Director

Please note: Our Executive Director supports the recommendations being made to the OVCA Board

1. Carpet in NCB front hallway: This will be removed. A more suitable one will be purchased for use during winter storms. Cheryl and Maintenance Dept will select carpet runner.
2. **Motion to the OVCA Board:** The following motion was approved and will be brought to the OVCA March meeting for consideration by the Board:

**As of May 14, 2022, non-residents may enter the buildings for activities. Proof of vaccination is required for everyone over the age of 5. (Proof of vaccination requirements may be changed by management in future months)**

3. **Motion to the OVCA Board:** The following motion was approved and will be brought to the OVCA March meeting for consideration by the Board:

**Oronoque Village will be open for private parties beginning May 14, 2022. Proof of vaccination is required for everyone over the age of 5. (Proof of vaccination requirements may be changed by management in future months)**

4. Activity Request Form on FrontSteps: Discussion and changes to the activity request form were made. The form had been altered without House Committee approval. All Oronoque Village sponsored events must end no later than 11:00 pm.

**Motion to the OVCA Board:** The following motion was approved and will be brought to the OVCA March meeting for consideration by the Board:

**All private events MUST end no later than 10:00 pm to allow for clean-up time. Any additional clean-up time past 11:00 pm will be charged to the host of the event at the rate of \$75.00 per hour, per attendant and will be taken out of the deposit. Deposits are refundable however, damages to the property and/or additional costs of clean up will be taken from deposit.**

5. Outside doors of clubhouses: Generally, if no major activities are occurring, the outside doors of the clubhouses will be locked at 9:00 pm, no earlier.
6. A discussion took place regarding use of robocalls. There are times when an event needs to be cancelled last minute (ex. Due to weather) and there is no way to notify the attendees. This is especially important when attendance does not require reservations. This occurred recently regarding a program scheduled during latest ice storm. Committee has asked Cheryl to discuss this with Communications Chair to see if clarification and modifications can be made to robocall rule.

7. Tag Sale for House and Garden: This event was approved on the condition the the motion to open the village to non-residents is approved by the OVCA board.

8. Alzheimers Walk: June 25th, 8:00-noon. This was approved. The event will use the SCB front parking lot only. (Back lot will be open to pool users, etc.)