



**Oronoque Village Tax District**  
**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS**  
**April 25, 2023 – 7 p.m.**  
**North Clubhouse, 600 North Trail, Stratford, Conn 06614**

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 on the Oronoque Village website ([www.oronoquevillage.com](http://www.oronoquevillage.com)) and sent out by eblast forty-eight hours prior to the meeting. The President called the meeting to order at 7:00 p.m.

**Calling of the Roll**

A quorum of Board of Directors was established.

There were present the following Board Members:

President Linda Libertino  
Vice President Tom Aubin  
Treasurer Tom Becker  
Secretary Jonathan Towle

Director Dennis Caffrey  
Director Barbara Davis  
Director Dan Kanner  
Director Bill Tanski  
Director Ray Vermette

There were present the following Management Representatives:

Mark Rhatigan, Executive Director

The minutes of January 24, 2023, were approved, unanimously, as presented.

**Report of Officers, Management and Committees**

The following Officer(s) presented report(s):

President Linda Libertino  
Treasurer's Report Tom Becker  
Executive Director Mark Rhatigan  
Road Report Jonathan Towle  
Security and Safety Committee Report Bill Tanski  
Tree Committee Report Dennis Caffrey  
Energy Report Tom Aubin

**Old Business**

Nominating Committee Chairperson Barbara Minoff reported that the Nominating Committee recommends the follow for TD positions: Tom Aubin--President/Director; Linda Libertino--Vice President/Director; Jonathan Towle--Clerk/currently already serves as a Director; Tom Becker—Treasurer; Frank Spodnick--Director

Additional candidates recommended: Sabine Curry--President/Director; Ronald Ciecko--Vice President/Director; Janice Nachbar--Clerk/Director

In addition, the TD Nominating Committee recommend to the TD Board that it consider requiring a new director serve at least one year as a Director before they apply for an officer position on the TD Board.

**New Business**

Tom Becker made the following motion: I move that the 2023-2024 Budget recommended by the Finance Committee in which tax revenues to be raised are \$2,306,181 be approved by the Board of Directors and recommended to the Voters of the Tax District for their approval at the May Annual Meeting. The motion was seconded by Ray Vermette. Discussion followed.

The motion passed unanimously.

Bill Tanski made a motion that a Candidate’s Night be scheduled by the Executive Director prior to the OVTD annual meeting. This will be a meeting of the voters and ample notice will be given prior to it. The Candidate’s Night will be properly moderated and will allow voters to ask questions of those seeking officer and director positions as was recommended by the Nominating Committee. The motion was approved unanimously.

**Closing Forum**

Ron Ciecko (641B North Trail ) asked what the new costs would be for the road paving project. Jonathan Towle noted that the original estimate was a bit over \$1.9 million and then, with input from former Executive Director Fred Rodriguez the figure was raised with a “fudge factor” of 5-10 percent, making it around \$2.1 million. Now we are looking in the area of \$2.5 to \$2.6 million.

Lee Shlafer (136A Bison Lane) asked about the paving schedule between 2017 to 2023, asking why financing was not sought earlier. Bill Tanski said that the plan came to an abrupt halt due to the OVCA special assessment ... the theory was that coupling the assessment with asking taxpayers financing a loan was not the right climate. Also UI was not communicating with TD regarding plans for work that would affect the roads.

**Adjournment**

Upon a motion made by Ray Vermette unanimously carried, the President declared the meeting adjourned at 8:05 p.m.

Dated: July 26, 2023 Janice Nachbar  
Secretary

**ORONOQUE VILLAGE COMBINED BUDGETS OVCA & OVTD FISCAL YEAR 2023-2024**

DESCRIPTION	2022-2023 BUDGETS	2022-2023 PROJECTED YEAR END	VARIANCE	2023-2024 BUDGETS	CONDO		TAX		VARIANCE FROM 2022-2023	
					ASSOCIATION	DISTRICT	DISTRICT	UP/DOWN	Percent UP/ -DOWN	
<b>REVENUES</b>										
COMMON CHARGES BILLED	5,409,326	5,409,773	447	5,583,490	5,583,490				174,164	3.22%
TAXES BILLED	2,148,623	2,148,933	310	2,306,181			2,306,181		157,558	7.33%
INTEREST INCOME	10,000	8,500	(1,500)	11,500	10,000		1,500		1,500	15.00%
OTHER INCOME	15,000	26,500	11,500	26,500	26,500		-		11,500	76.67%
COMMUNICATION INCOME	43,728	43,000	728	43,477	21,739		21,739		(250)	-0.57%
REPAYMENT OF TD NOTE	45,603	45,603	0	45,603			45,603		-	0.00%
SURPLUS (DEFICIT)	40,000	40,000	0	-	-		-		(40,000)	-100.00%
<b>TOTAL REVENUE</b>	<b>7,712,280</b>	<b>7,722,309</b>	<b>11,484</b>	<b>8,016,752</b>	<b>5,641,729</b>		<b>2,375,023</b>		<b>304,472</b>	<b>3.95%</b>
<b>EXPENSES</b>										
PAYROLL	1,902,753	1,880,000	22,753	1,966,041	1,149,937		816,104		63,288	3.33%
PAYROLL TAXES	166,304	156,000	10,304	161,291	94,339		66,952		(5,013)	-3.01%
HEALTH CARE INSURANCE	194,488	205,000	(10,512)	226,500	132,480		94,020		32,012	16.46%
WORKERS' COMP	45,768	46,000	(232)	53,322	31,188		22,134		7,554	16.51%
RETIREMENT FUND	65,662	52,500	13,162	56,056	32,787		23,269		(9,606)	-14.63%
SUBCONTRACTED LABOR	96,671	121,733	(25,062)	86,700	75,854		10,846		(9,971)	-10.31%
<b>LABOR</b>	<b>2,471,646</b>	<b>2,461,233</b>	<b>10,413</b>	<b>2,549,910</b>	<b>1,516,585</b>		<b>1,033,325</b>		<b>78,264</b>	<b>3.2%</b>
PAYROLL PROCESSING	0	0	0	18,000	10,528		7,472		18,000	#DIV/0!
HR SOLUTIONS	0	0	0	50,000	29,245		20,755		50,000	#DIV/0!
INSURANCE	1,006,383	978,136	28,247	1,075,950	958,422		117,528		69,566	6.91%
TELEPHONE	24,000	25,445	(1,445)	26,052	11,723		14,328		2,052	8.55%
OFFICE SUPPLIES	18,500	18,500	0	18,492	9,246		9,246		(8)	-0.05%
GROUNDS MAINTENANCE/SUPPLIES	90,000	95,250	(5,250)	90,670	79,327		11,343		670	0.74%
MISC/CONTRACTS 50%/50%	62,000	62,500	(500)	83,989	41,995		41,995		21,989	35.47%
COMMUNICATION EXPENSES	48,990	55,000	(6,010)	55,022	27,511		27,511		6,032	12.31%
WEBSITE	6,920	8,500	(1,580)	3,233	1,616		1,616		(3,687)	-53.28%
<b>TOTAL SHARED ACCOUNTS</b>	<b>3,728,439</b>	<b>3,704,564</b>	<b>23,875</b>	<b>3,971,316</b>	<b>2,686,198</b>		<b>1,285,118</b>		<b>242,876</b>	<b>6.5%</b>
CONTINGENCY	10,000	0	10,000	5,000	5,000		-		(5,000)	-50.00%
AUDIT	31,425	31,025	400	31,500	19,250		12,250		75	0.24%
LEGAL	30,000	47,500	(17,500)	32,500	25,000		7,500		2,500	8.33%
CONSULTING	10,000	30,000	(20,000)	15,000	10,000		5,000		5,000	50.00%
CA MISCELLANEOUS/CONTRACTS 100%	27,500	32,500	(5,000)	17,088	17,088		-		(10,412)	-37.86%
TD MISCELLANEOUS/CONTRACTS 100%	3,250	3,750	(500)	5,600	-		5,600		2,350	72.30%
CA ELECTRICITY	43,000	48,000	(5,000)	48,000	48,000		-		5,000	11.63%
TD ELECTRICITY	55,000	55,000	0	55,000	-		55,000		-	0.00%
CA WATER	7,500	8,000	(500)	3,500	3,500		-		(4,000)	-53.33%
TD WATER	0	0	0	4,500	-		4,500		4,500	#DIV/0!
CA GAS HEATING	38,000	41,000	(3,000)	39,000	39,000		-		1,000	2.63%
TD GAS HEATING	0	0	0	3,500	-		3,500		3,500	#DIV/0!
CLEANING SUPPLIES	10,000	7,500	2,500	7,500	7,500		-		(2,500)	-25.00%
OUTDOOR RECREATIONAL FACILITIES	0	0	0	32,500	-		32,500		32,500	#DIV/0!
COMMUNITY BUILDINGS (FACILITIES 22-23)	68,500	73,500	(5,000)	31,500	31,500		-		(37,000)	-54.01%
PROPERTY TAX	94,500	92,305	2,195	94,500	94,500		-		-	0.00%
REPAYMENT OF TD NOTE	45,603	45,603	0	45,603	45,603		-		-	0.00%
RENOVATION LOAN--12/7/25 NIRA	128,714	128,714	0	128,714	128,714		-		(0)	0.00%
COMM BLDG MORTGAGE PAYMENTS--8/12/24 NIRA	310,528	310,528	0	310,528	310,528		-		(0)	0.00%
SOLAR PANEL LOAN-EXPIRES 1/01/37	8,120	8,150	(30)	8,079	8,079		-		(41)	-0.50%
EQUIPMENT LOAN REPAYMENTS	79,000	76,882	2,118	54,086	-		54,086		(24,914)	-31.54%
BUILDING REPAIRS	105,000	110,000	(5,000)	108,000	108,000		-		3,000	2.86%
PM SIDING	700,000	740,000	(40,000)	750,000	750,000		-		50,000	7.14%
OFF CYCLE UNIT PAINTING (30/\$2000 plus cc)	38,700	36,660	2,040	70,000	70,000		-		31,300	
DECK/FRONT ENTRANCE PAINTING (200 UNITS)	67,500	51,000	16,500	50,000	50,000		-		(17,500)	-25.93%
GLASS REPLACEMENT	36,000	36,000	0	37,000	37,000		-		1,000	2.78%
CA DRAINAGE	15,000	10,000	5,000	10,000	10,000		-		(5,000)	-33.33%
TD DRAINAGE	7,500	10,000	(2,500)	8,500	-		8,500		1,000	
SLIDER/DOOR REPLACEMENT	38,500	38,500	0	35,500	35,500		-		(3,000)	-7.79%
ROOF REPAIRS/GUTTERS	60,000	45,000	15,000	50,000	50,000		-		(10,000)	-16.67%
CABLE/INTERNET--CONTRACT EXPIRES 12/1/26	798,000	792,975	5,025	826,768	826,768		-		28,768	3.61%
REFUSE	60,000	70,000	(10,000)	65,000	-		65,000		5,000	8.33%
SECURITY	61,000	60,500	500	62,000	-		62,000		1,000	1.64%
UNDERGROUND/INFRASTRUCTURE	35,000	35,000	0	35,000	-		35,000		-	0.00%
MOTOR VEHICLE/EQUIPMENT REPAIRS	75,000	65,000	10,000	65,000	-		65,000		(10,000)	-13.33%
GASOLINE AND OIL	65,000	61,250	3,750	61,000	-		61,000		(4,000)	-6.15%
ELECTRICAL SUPPLIES	10,000	12,000	(2,000)	12,000	-		12,000		2,000	20.00%
STREET MAINTENANCE	76,000	75,830	170	60,000	-		60,000		(16,000)	-21.05%
ROAD LOAN PRINCIPAL AND INTEREST	12,000	15,500	(3,500)	255,470	-		255,470		243,470	2028.92%
SHADE & ORNAMENTAL TREES	48,000	54,000	(6,000)	46,000	-		46,000		(2,000)	-4.17%
PEST CONTROL	30,000	30,000	0	30,000	-		30,000		-	0.00%
STORM EXPENSES	40,000	13,124	26,876	40,000	-		40,000		-	0.00%
<b>TOTAL MAINTENANCE/SERVICES</b>	<b>3,378,841</b>	<b>3,402,296</b>	<b>-23,456</b>	<b>3,650,436</b>	<b>2,730,531</b>		<b>919,905</b>		<b>271,596</b>	<b>8.0%</b>
<b>ALL RESERVE ACCOUNTS</b>										
ROOF RESERVE FUNDED	60,000	60,000	0	60,000	60,000		-		-	0.00%
PM RESERVE FUNDED	55,000	55,000	0	15,000	15,000		-		(40,000)	-72.73%
CA MAJOR CAPITAL RESERVE FUNDED	25,000	25,000	0	25,000	25,000		-		-	0.00%
INSURANCE RESERVE FUNDED	60,000	60,000	0	65,000	65,000		-		5,000	8.33%
BUILDINGS AND POOLS RESERVE FUNDED	40,000	40,000	0	40,000	40,000		-		-	0.00%
RACQUET SPORTS RESERVE FUNDED	10,000	10,000	0	10,000	10,000		-		-	0.00%
GENERAL RESERVE FUNDED	10,000	10,000	0	10,000	10,000		-		-	0.00%
INFRASTRUCTURE RESERVE FUNDED	115,000	115,000	0	100,000	-		100,000		(15,000)	-13.04%
ROAD RESERVE FUNDED	200,000	200,000	0	40,000	-		40,000		(160,000)	-80.00%
TD MAJOR CAPITAL RESERVE FUNDED	30,000	30,000	0	30,000	-		30,000		-	0.00%
<b>TOTAL RESERVES FUNDED</b>	<b>605,000</b>	<b>605,000</b>	<b>0</b>	<b>395,000</b>	<b>225,000</b>		<b>170,000</b>		<b>-210,000</b>	<b>-34.7%</b>
<b>TOTAL EXPENSES</b>	<b>7,712,280</b>	<b>7,711,860</b>	<b>420</b>	<b>8,016,752</b>	<b>5,641,729</b>		<b>2,375,023</b>		<b>304,472</b>	<b>3.95%</b>

	Combined	CA	TD
Budget 2023-2024	7,889,671	5,583,490	2,306,181
Budget 2022-2023	7,557,948	5,409,325	2,148,623
Difference	331,723	174,165	157,558
% Up/Down to 2023-2024	4.39%	3.22%	7.33%
<b>2023-2024 INCREASE (DECREASE)</b>	<b>4.39%</b>	<b>3.22%</b>	<b>7.33%</b>
<b>2022-2023 INCREASE (DECREASE)</b>	<b>7.93%</b>	<b>8.00%</b>	<b>7.77%</b>

## **ENERGY SOLUTIONS AD HOC COMMITTEE-STATUS REPORT 4/25/2023**

### **Progress-**

- Enlisted CSW Energy as our Soar Developer for this project. This decision was made after consulting with Ct Green Bank.
- Site visit accomplished for available land.
- Obtained a ruling by the Public Utilities Regulatory Authority (PURA) for acceptance of the Oronoque Tax District as a municipality identified as an entity for renewable power generation.

### **Plans-**

- Conceptual Design/Project Plan to include budgetary costing.
- Application to UI in August 23 for approval.

### **Problems-**

We have not run into any problems to date that would affect the overall design and planning activities. As we move forward there will be many decisions needed by the community but at this time, we are still early in the program.

## Roads Committee Report

04/25/2023

1. At the request of a resident, we looked at the problem with visibility on the blind curve on Agawam Lane. In order to remedy the problem, the Roads Committee suggest the removal of a large bush, and the bushes around the power substation, as well as the installation of a Blind Curve sign. The work has been carried out, and visibility of pedestrians on the east side of Agawam Lane is much improved.
2. The roads paved in the fall of 2022 have been inspected by committee members, and the paving appears to be of good quality. Residents may notice some loose granular particles in the recently paved areas, but this is totally normal as the asphalt sets. The misplaced curbing on Piute will be fixed by Burns at no additional charge.
3. The rest of the Phase 1 paving will be completed in the fall. The following roads and cul-de-sacs will be paved: Ottawa Lane, Sequoia Lane, Dakota Lane, Montauk Lane, Creek Lane, the 103 cul-de-sac, and the 86-cul-de-sac. The Dakota Lane paving will include remediation of the drainage problems. Our Executive Director, Mark Rhatigan, will arrange with Burns to start this project earlier in the fall than previously, in order to insure that we are able to complete all the work.
4. In addition to the major road paving project, which includes driveways and parking spaces, walkways will continue to be paved within the limits of our budget. The maintenance department maintains a list of all walkways in order of their condition, and the ones at the top of the list will be paved in the next fiscal year.
5. The total cost of the 2022 road paving was about \$960K. In order to optimize our finances, we paid \$160K in the middle of March and the \$800K balance in the first week of April. We have budgeted the costs for the rest of Phase 1 in the 2023-24 budget, which will go before the taxpayers for approval in May. Burns has been very willing to work with us on the financing, and we would like to thank them for their patience.

OVTD Treasurer's Report for the month of March 31, 2023  
And the nine-months ending March 31, 2023

**Income**

- (1) District taxes billed through March 31 were \$1,611,732. For the month, the tax revenue was \$179,097.
- (2) Other income through March 31 was \$61,329, \$1,699 of which is in the current month.
- (3) Interest income through March 31 was \$1,782 while the month had such income of \$143.

Total income is \$1,674,843. Other income includes OVCA's current year repayment of its 25-year promissory note to OVTD.

**Expenses**

Our fiscal year total actual expenses were less than our budgeted expenses by \$62,036. This is represented by lower expenses of \$25,000 or more in two accounts (contractual services and storm expenses). There were two accounts over budget by \$7,500 or more (refuse and street maintenance).

**Reserves**

Total monies in reserves are \$26,705.

**Delinquencies**

Under the OVTD collection policy, there are two units with assessments 90 days or more past due for a total of \$2,683. Of these past due amounts, \$662 was collected in 4/23.

Tom Becker  
Treasurer  
4/25/23

Trees Committee Report  
April, 25, 2023

Due to good weather and work by the Grounds Team the 2022 basic maintenance program which began last Fall continued on schedule including Rhododendrons all shrubbery and ornamental trees. The weather also allowed for an early start to the usual "after Winter clean-up". As a result the Spring tree and shrub fertilization and pest control is well underway. Also this includes re-seeding and weed prevention.

As noted in an earlier report we will be closely monitoring the trees & plantings bordering the golf course to observe possible changes to "our side" of the course. So far it looks great. However the changes caused by the large tree removal over the last year will have an effect caused by shifting wind & light patterns as well as drainage. This could effect OV structures as well as grounds. We are anticipating that these effects will be positive.

Dennis Caffrey  
Chairman

## **OVTD Security Report**

**April 25, 2023**

**Bill Tanski, Chair**

**Hello Everyone,**

**I want to give an update and historical account of the Access Control System. As we approach the May 1st "live" date in the South Building, there's lots of talk of late about it.**

**First, we want to thank the residents for their time obtaining their devices. Our maintenance and business staff deserve kudos for their professionalism and competence in providing this service.**

**Secondly, the initial rollout at the Fitness Center, which started on April 12th, has gone well. We must thank our new Maintenance Director, Ryan Hankey, and his team for successfully installing the necessary hardware for ACS.**

**Thirdly, we must thank our OVCA House Committee, led by its chair Cheryl Dwyer. Under the split responsibilities of the Tax District and OVCA, OVTD owns the system, but OVCA regulates its usage (i.e., setting hours) The House Committee did its job, and we commend all its members.**

**There have been some discussions on the validity of splitting the maintenance costs of this system, which includes enhanced security cameras around the community. The rationale is simple: OVCA has administrative control over the buildings and pools, including staffing and operation hours. OVCA will benefit from enhanced security with potential cost savings in insurance premiums and staff coverage. So, the 50/50 split is warranted and among the dozens of shared expenses that OVTD and OVCA divide costs. It is important to note that this is one of the smallest shared expenses in dollars.**

**The Access Control System is one among other strategic initiatives of the Tax District and one of the most publicized along the way. Discussions on this project began way back in 2015. It was noted in a presentation at the September 2021 OVCA Annual Meeting. Afterward, it was presented within the 2022 OVTD budget presentation and approved by the taxpayers in May 2022. A detailed article, by me, appeared in the July 2022 edition of The Villager followed by several subsequent OV Alerts sent by the Business Office.**

**As I mentioned at the recent OVCA meeting, Dorothy and I will be at the entrances of both SCB and NCB on their "Opening Days" of usage. We want to be there for our residents with questions or concerns.**

**Many communities like ours, including Heritage Village, have installed similar systems. The short-term benefit of such a system is the enhanced security of our properties. The long-term benefit is the efficiency of technology vs. human oversight on security matters and associated labor savings. The Stratford Police Dept. has positively commented on implementing the**



**Access Control System and endorses our actions. Additionally, considering recent events nationwide, incorporating a system to enhance our Villager's lifestyle, safety, and security is a wise and prudent course of action. The world which existed 10 or 15 years ago has changed. We cannot live our lives, even in Oronoque Village, thinking ourselves forever shielded from events we too often hear in the news. Effective security means being proactive and preventative before anything happens.**

**Thank You.**

## Motion to approve Budget for 2023-2024

for Presentation during April 25, 2023, Board meeting

I move that the 2023-2024 Budget recommended by the Finance Committee in which tax revenues to be raised are \$2,306,181 be approved by the Board of Directors and recommended to the Voters of the Tax District for their approval at the May Annual Meeting

April 25, 2023

Good Evening Tax District Board,

The Oronoque Village Tax District Ad Hoc Nominating Committee (Jackie Freeman, Nick Harding, Barbara Minoff- Chair, and Mark Rhatigan-Executive Director) have met with and interviewed all the interested candidates. As a result, after our review of all the candidates, we agreed to the following.

Although all candidates have met the basic qualifications to serve, the Nominating Committee recommends the following candidates as the most qualified to serve on the TD Board:

Tom Aubin--President/Director

Linda Libertino--Vice President/Director

Jonathan Towle--Clerk/currently already serves as a Director

Tom Becker--Treasurer

Frank Spodnick--Director

Additional candidates:

Sabine Curry--President/Director

Ronald Ciecko--Vice President/Director

Janice Nachbar--Clerk/Director

In addition, we recommend to the TD Board that they consider requiring a new director serve at least one year as a Director before they apply for an officer position on the TD Board. After interviewing interested candidates, we observed that it would be to their advantage to take time to become familiar with the duties and responsibilities of the officer's positions for a better fit.

THANK U,

Barbara Minoff--TD Nominating Chair