

**MINUTES OF THE MEETING OF THE OVCA BOARD OF DIRECTORS**  
**North Clubhouse, 600 North Trail, Stratford, CT 06614**  
**October 17, 2023**

**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 7:10 pm.

**Calling of the Roll**

A quorum of Board of Directors was established.

**There were present the following Board Members:**

**Officers:**

President        Bob Grosso  
Vice President   Richard Steinfeld  
Secretary       Myrna Mills Albino  
Treasurer        Kenneth Colman

**District Representatives:**

District 1	Catherine Violette	District 7	Joanne Sutphen
District 2	Frank Spodnick	District 8	Sherry Bearse
District 3	Dina Glantz	District 9	Nancy Blagys
District 4	Bob Krakovich	District 10	Regina Archazki
District 5	Bobby McDonald	District 11	Len Nachbar
District 6	Lee Schlafer		

**Reading of the Minutes of Previous Meeting**

The minutes of the August 15, 2023 meeting was approved unanimously.

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

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

OVCA President Bob Grosso

Executive Director Mark Rhatigan

OVCA Treasurer Kenneth Colman

Blackhawk Restaurant Liaison announced – Carol Guglielmi

Audit Bid Committee – Bob Romatzick

- As it is considered good practice to periodically change auditors, requests for bids were solicited for this Committee’s consideration. No firms, other than our current firm, submitted bids due to the complexity of having a Tax District as part of our structure. We cannot consider new auditors and will continue to retain Glenn Nanavaty of Nanavaty Davenport Studley White LLP.

## Reports of Committees

The following reports were read:

Architectural	Jim Manzolli
By-laws	Myrna Mills Albino
Maintenance	Jackie Freeman
House	Cheryl Dwyer
Pool	Bob Krakovich
Communications	Mary von Ziegesar

- Motion made to approve the recommendation of the Communications Committee re *The Villager*. See New Business below.

Racquet Sports	Nancy Blagys
Social Activities	Elaine Ficarra

## Old Business

- A motion was made by Regina Archazki, seconded by Joanne Sutphen, to notify unit owners that the Board will be voting on the proposed rules change at the November 21, 2023 Board Meeting to modify the rules and regulations related to bird feeders by changing the dates of when seed feeders are permitted. They are currently permitted to be used from October 15 through May 15. It is proposed that they be permitted instead between December 1 and March 31 to align with the dates the Connecticut Department of Energy and Environmental Protection advises "for responsible bird feeding."
  - The motion passed by a vote of 11 Yes – 3 No
    - Yes (D1, D2, D4, D5, D6, D7, D8, D10, D11, Sec, Treas)
    - No (D3, D9, VP)

## New Business:

- Motion made by Myrna Mills Albino and seconded by Bobby McDonald to approve the recommendation of the Communications Committee to implement a pilot program for the purposes of testing the suspension of a professionally printed version of *The VILLAGER* for the issues of January 15th and February 15th, 2024 only. *The VILLAGER* will be provided on-line, on OronoqueVillage.com, as currently occurs. A printed copy of the entire magazine will be available upon request for those unable to access these issues on the Oronoque Village website.
  - The motion passed by a vote of 12 Yes – 2 No
    - Yes (D1, D2, D3, D5, D6, D7, D8, D10, D11, Sec, Treas, VP)
    - No (D4, D9)

The following two motions were discussed but not voted on. It was agreed that the proper procedure is to first bring these to the By-laws Committee for evaluation and recommendation. The Board was notified that this would not be picked up by the By-laws Committee until after the work currently underway on By-laws revisions is complete next year.

- Motion made by Dina Glantz and seconded by Ken Colman to approve a notification to residents that the Board is considering a Rules change that requires any resident with a dog to provide proof that the dog is licensed in the state of CT and has an up-to-date rabies vaccine. Resident must send updated licensing and rabies vaccine info to the Business Office.

## OVCA Board Meeting, October 17, 2023 Minutes

- Motion made by Dina Glantz and seconded by Bob Krakovich to approve notification to the residents that the Board is considering a Rules change to require that all service dogs be registered with the business office. This includes providing all required documentation. Service dogs entering the Clubhouses or pool areas must wear identifiable service dog leash and wear.

**Closing Forum**

- Betty Mulholland, 273B Runningbrook Lane – Dog/Pet Compliance is not enforced.
- John Grogan, 49B Cedar Bark Lane – Requested clarification regarding reserves and capital expenditures.
- Janice Nachbar, 775B Pootatuck Lane – Can't identify service dogs because leashes/vests are not required by law to be worn.

A motion was made by Lee Schlafer, seconded by Ken Colman, to adjourn the meeting. The President declared the meeting adjourned at 9:25 pm.

Dated: 11/21/23

MA Michelle Alleno  
Secretary

**Oronoque Village Condominium Association  
ARCHITECTURAL COMMITTEE  
Minutes of Meeting  
September 12, 2023**

Present: Jim Manzolli (JM), R. Hankey (RH), Al DeLelle (AD), Jim Ganis (JG), Larry Hartly (LH), Ellen Hyde Phillips (EHP)

A. Meeting opened at 9:30AM

**B. Applications**

Date	App No.	Unit No.	Name	Request	Member
8/28/23	119-23	607A	H. Altbaum	Front door access ramp	RH
8/14/23	121-23	86B	J. Dausillo	Edge planting beds, replace deck steps.	RH
8/11/23	122-23	407A	S. Genovese	Replacement windows and slider	LH
8/8/23	123-23	595B	P. Buchina	Replacement storm door.	RH
9/6/23	126-23	443A	M. Hostetter	Replace sliding door	RH
9/6/23	127-23	229B	A. Rodriguez	Replacement fireplace gas log insert	RH
9/5/23	128-23	546B	M.Pires	Replacement windows and slider	LH
9/7/23	129-23	22B	T. Pattacini	Replacement windows and slider	LH
9/8/23	131-23	374B	B. Dierolf	Replacement windows and slider	LH
9/8/23	132-23	561B	M. Courbron	Remove kitchen wall, interior remodeling	RH

**C. New Business.**

**Application 99-23.**

Reviewed photos to illustrate what the external insulated roof would look like for the R Olsen application. The committee voted to approve what was presented. Architectural drawings and an engineering report, and an agreement of roof responsibility between OVCA and Mr Olsen is required for final approve the application.

**Village lighting and security cameras.**

Maintenance has noted the growing number of building mounted solar lights and security cameras through the village. Both items can present privacy issues with surround neighbors. Although there is no specific regulation governing them, per the by-laws, nothing shall be attached to the exterior of the building without Cvca Board approval. An article on this subject will be included in the Villager.

**D. Old Business**

**Algonquin area trash receptacle improvements.**

Ryan reported moving the trash containers inside the garage area would not work. The smaller container was still too large for a car to drive in. He suggested a cleaner looking exterior container may be an option for the lower units. A surrounded dumpster would work for the upper level units. More work is required on this subject

Meeting adjourned 11:00AM

**Next committee meeting will be October 10, 2023**

Submitted,  
Jim Manzolli  
Chairman

Distribution by e-mail: AC Members, M. Rhatigan, R. Hankey C Smith, B. Grosso

## **October 17, 2023 OVCA Board Meeting By-Laws Committee Report**

The By-Laws Committee met three times (August 28, September 11, October 9) since the last regular OVCA Board Meeting. The approved minutes have been forwarded to the Office.

The Committee met with the attorney to review questions regarding Article III. His feedback is being incorporated into the final draft. The Committee expects to begin workshops to review the recommended By-laws revisions with the Board in December.

Submitted by: Myrna Mills Albino, By-Laws Chairperson

OVCA By-Laws Committee Meeting  
Monday, September 11, 2023 3:30 pm  
SCB - Card Room  
Meeting Minutes

The meeting was called to order at 3:30 pm.

Members in attendance: Cheryl Dwyer, William Collins, Cheryl Comen, Myrna Mills Albino, Lee Schlafer, Mark Sills. (Sherry Bearse absent)

Old Business

- o Updated provided on the status of the vote on the Declaration Amendment Recommendation.
- o Continued review of Art III revision recommendations. It was decided that a meeting with the attorney was necessary to complete the revisions for Article III.

Meeting adjourned at 5:30 pm

## **20231017\_1 OVCA Communications Committee Written Report**

**COMMUNICATION COMMITTEE NEW MEMBER** As Bob mentioned, I am happy to announce that we have a new member of the Communications Committee, Joe Mackenna. Joe and his wife moved to OV in December 2019. Joe has an extensive background in advertising, marketing and graphic arts. He has already begun working on a media kit to market OV to buyers and to prospective advertisers. Welcome to the Joe and to Kathy Mackenna.

**The PHONE BOOK** As of last Thursday, the office has handed out 218 Phone Books. I am hoping that this means many of us are accessing The Phone Book by downloading the file from our website. It is posted under DOCUMENTS & FORMS and may be saved on your computer for easy reference. Or, as you know, the most up-to-date contact information is on the website in THE DIRECTORY.

**NEW RESIDENT INFORMATION** Our delivery of the New Resident Information Packet is apparently working well. It is being delivered in digital format to new buyers as a part of the ReSale Packet by our Accounting Office along with all of the required documents. Acknowledgement of the receipt of this Packet is required so we know that it has been delivered. In my opinion, nothing compares to a welcoming in person by a neighbor, but we do know that all new residents are getting this information and we hope that they will find it a useful resource.

We will work with Mark to schedule another New Resident Orientation meeting when the numbers of new residents warrant a meeting.

**OVTV – Channel 591** We have established a Library of Videos – ACTIVE and ARCHIVED for use on the TV station. The contents will be videos – mostly in YouTube format – to be used mainly as 1-to-10-minute fillers to run between main events. We continue to work on improving the look and the content of the station.

Regarding the new VIDEO CAMERA, we have submitted to Mark the GUIDELINES For use and a USER'S MANUAL. We are still developing a tutorial video and we are still looking for volunteers to video events. Some staff members will also be trained on the use of this equipment.

If you know of any residents interested in shooting some events, please have them contact me – or Len Nachbar, who is leading this effort.

**The 2023 SURVEY** As you know, the SURVEY was inserted in the 9/15 VILLAGER. The original due date for delivery to the office was Friday 10/6. Since we are hoping for a larger response to this SURVEY, we decided to extend the response date to this coming Friday, 10/20. The SURVEYS may be deposited in the drop-box outside of the office in the NCB.

**The VILLAGER** – The Communications Committee requests approval of a *PILOT PROGRAM for the purposes of testing the suspension of a professionally printed version of The VILLAGER for the issues of January 15<sup>th</sup> and February 15<sup>th</sup>, 2024 only. The VILLAGER will be provided on-line, on OronoqueVillage.com, as currently occurs. For these two issues, a printed, black and white copy of the entire magazine will be available upon request for those unable to access these issues on the Oronoque Village website.* Again, the suspension is for printing only. Residents have two options: access The VILLAGER PDF document on line, under the COMMUNICATIONS tab, or, request a copy from the office.

Respectfully submitted,

Mary W. von Ziegesar, Chair



House Committee  
October 5, 2023

Members Present: Cheryl Dwyer, Chair; Barbara Stewart; Barbara Minoff; Paul Maglione; Linda Eastwood; Maria Szalontay. Administrators present: Mark Rhatigan and Ryan Hankey

The meeting convened at 10:00 am. A review of the plan for the October 11th meeting for clubs to determine 2024 calendar dates was held. Final details were worked out.

Ryan reported that carpet in SCB is scheduled to be cleaned soon. He also reported that the SCB sound system is working. Attendants will be retrained on the system as needed.

A resident offered a dart board for the community. The group determined that there is no appropriate space at this time. We don't want pin holes on walls in the billiards room from the darts. Mark will thank and inform the resident.

The committee looked at a palette of colors to repaint the gym. Ryan will be getting paint samples to put on the wall. Research was done on the type of colors that are suggested for this type of space to enhance energy levels of participants. We will be making final decisions in the near future. The committee found a terrific fitness word collage that will be placed on one wall.

Respectfully submitted,  
Cheryl Dwyer, Chair

**MINUTES FOR 9/11/23 MAINTENANCE MEETING  
NORTH BOARD ROOM – 4:00 P.M.**

**ATTENDANCE:** All districts represented. Ryan Hankey, Maintenance Director and Mark Rhatigan, Executive Director, also present. Dennis Caffrey, OVTD Liaison, not present.

Jackie Freeman, Chair, opened the meeting with a moment of silence commemorating 9/11.

**MINUTES FROM AUGUST 14, 2023 MEETING:**

Minutes approved as written.

Please see Ryan's complete report and agenda (attached).

**RYAN HANKEY'S REPORT AND COMMENTS:**

**23-24 PM Program:**

(80) units scheduled to receive siding replacement and painting on the South side with (23) of those units have carpentry work completed and awaiting painting. Residents will be notified prior to work starting and given an approximate start date.

**2<sup>nd</sup> Paint Cycle:**

The (30) unit second coat paint cycle will be completed as of Sept. 12 (weather permitting).

**23-24 Deck & Entry Painting Program:**

Painting of the (100) decks and entries on the North side will begin this week, weather permitting.

**Lawn Reseeding:**

Since August 1, (30) work orders for reseeding received. (22) work orders still open from last year have been completed. Maintenance will continue to accept requests until September 30. This is in effort to help reduce backlog and create a better understanding within the community as to when lawn reseeding will take place annually. As always, residents need to assist in watering reseeded areas near their unit.

**Tree & Shrub Replacement:**

Currently reviewing list of new tree and shrub requests. A full tally of replacements and tentative install dates will be available for the October Maintenance Meeting.

**Pool Closures:**

North pool closed as of September 5. The South lap and heated pools will remain open until chemicals have depleted or if there is a significant weather change. During the "off season", Maintenance will be focusing on modernizing and updating some of the pool features including rusty welds on the stainless steel pool gutter systems, South lap pool filter sand replacement and putting together a list to replace damaged pool furniture and umbrellas. Management will continue to work with the manufacturer and installer of the vinyl liners to correct staining issues on all (3) pools.

Jackie reported a resident was with the understanding the South pool closes September 30. Mark said when the chemicals are depleted determines the closure which is always by October 1. Carole Plotnick (D7) asked why all the pools cannot close at the same time. Mark said if the committee agrees with this to make a recommendation to the Pool Committee.

**23-24 Shrub Pruning:**

Lemos has completed this year's pruning cycle.

**Tree Pruning with Lift:**

The arborist closed out (21) tree pruning work orders that required a lift. All other tree pruning will continue throughout the year and completed based on its priority.

**Stump Removal:**

The stump grinding contractor has been scheduled for the week of September 4 and the plan is to complete the current list of (20) work orders pertaining to stump removals.

**Asphalt Replacement:**

Aside from the road replacement project continuing in the South, currently there are (2) driveways and (7) high priority walkways scheduled for replacement in early October. Prior to paving of Dakota Lane, Burns Construction will be excavating and correcting the underground drainage system.

**Roof Replacement:**

Currently awaiting scheduled dates from Brown Roofing for (5) roof replacements of which (1) of the roofs will encompass an ice damming modification that includes soffit extensions to allow for proper ventilation.

**MARK RHATIGAN'S REPORT AND COMMENTS:**

Mark said the town replaced the sewer main behind Buckskin that had backed up (units 43 & 42). The town has agreed to move the pipe as it is under the extension of the deck.

**OLD BUSINESS:****E-bikes and E-Scooters:**

Mark provided an update on e-bikes and e-scooters. He had reached out to the Town of Stratford for any recommendations. They sent him the same News Brief from Assured Partners that he previously distributed to the Maintenance Committee. He also reached out to our insurance company. He did say there is a monitoring device that detects an odor prior to a fire starting but is costly. He will look into the price of this monitoring device. There were suggestions from the Maintenance reps such as residents installing smoke detectors in their garage and registering charging vehicles with the Office. Dave Bingham felt smoke detectors in the garage would not be heard inside the unit. Also mentioned that Yale University has banned e-bikes in all buildings. Mark did say this would need to be sent to the Board, as it would be a rule and regulation change. The problem is with off-brand batteries which are not UL approved. After further discussion, Mike Anderson made a suggestion to form a sub-committee to work with Mark and Ryan and put together an article for The Villager. Mike Anderson, Dave Bingham and Larry Hartley volunteered to serve on this Committee. They will research UL approved batteries and the risks of off-brand or after-market batteries, the risk to the community and what guidance our insurance can provide. Jackie said this is a good start and the Maintenance Committee will revisit.

**JACKIE FREEMAN COMMENTS:**

Jackie thanked the reps and alternates for all of their time and energy serving on the Committee. She then asked if anyone was not running for re-election. The following are not running for re-election:

District 2 Alternate – Frank Spodnick  
District 5 Rep - Roy Drexler  
District 6 Rep – Renee Zinn  
District 11 Rep – Merrilees Leemhuis

**DISTRICT COMMENTS:**

**District 1** – nothing to report.

**District 2** – Al asked when road paving scheduled for Dakota. Ryan said beginning of October and prior to paving, milling will expose any voids.

**District 3** – nothing to report.

**District 4** – Jackie has a concern on Agawam. There is a blind corner, a sign was put up but located on corner and not before. Jackie asked if a temporary speed bump is possible. Mark was in favor of it. Jackie asked about the gas leak on Bison. Ryan said it is completed. Harris is working with the gas company to receive notifications in advance of work being performed.

**District 5** – nothing to report.

**District 6** – Renee said she thoroughly enjoyed her 7 years on the Committee but is not running for re-election. She thanked everyone.

**District 7** – Carole Plotnick said her district is happy.

**District 8** – everything is good.

**District 9** – all is good.

**District 10** – nothing to report.

**District 11** – Merrilees asked about reseeding curbs . Ryan said Burns will be doing the curb lines in early Spring. She also enjoyed her 10 years on the Committee but would not be running for re-election.

**ALTERNATES:**

**District 2** – Frank Spodnick asked how the staffing levels are. Ryan said (2) grounds keepers just hired bringing a total of (6) and looking to hire another (3).

**District 7** – Marilyn Coffey said as you pass Cherokee, when making the turn, people speeding and difficult to see anyone. Ryan said they are going to do some trimming on the edges and should help to see if someone is walking.

**District 11** – Norm Dube spoke about the parking situation with units being flipped and not parking on streets overnight. He also said there has been a van parked on North Trail and Pontiac. Ryan said he has left a message with the owner.

**ADJOURNMENT:**

The meeting adjourned at 4:55 p.m.

**NEXT SCHEDULED MEETING:**

**Monday, October 9, 2023 NCB at 4:00 p.m.**

Respectfully submitted,

Carole Fitzgerald  
Secretary



## Pool Facilities Committee Report October 2023

With the North Pool having closed on Labor Day and the South Pools on Sunday evening October 1<sup>st</sup>, we say good-bye to another Pool Season here at Oronoque.

Many thanks go out to Dave Steve from the Maintenance Department who maintained the pools over the summer, sometimes it seemed only using duct tape and bailing twine to keep things running. Pool Monitors Linda and Jeff kept the pools skimmed and chairs/lounges put back in place each evening and umbrellas closed. Repairs and replacements of some of those items hopefully will be in the budget for season.

An unusually warm stretch of weather October 2<sup>nd</sup> through 5<sup>th</sup> had a few residents turn a blind eye to the "closed for the season" signs and venture out for a last swim and gathering on the deck area for those four warm days following the closure of the South Pools.

With the lowering of the water level in the heated pool, the Lap Pool remained full as a necessary replacement of a new pump was made. The lowering of the pool now has begun, with replacement of the sand filtration system next on Maintenance's list of repairs.

In my estimation the pools have been underutilized by residents this summer. Crowded days usually came on Holiday weekends at the Children's designated pool. And when the humid increased for a week.

Our Pool Facilities Committee will next meet in early 2024 to plan for another pool season which will begin on Memorial Day, Saturday May 25<sup>th</sup>, which is only 221 days from this evening for those of you counting.

Bob Krakovich  
Pool Facilities Committee Chairman

The Racquet Sports Facilities Committee (RSF) met at 4:30 pm on Oct. 2nd in the NCB Board Room.

Attendees: Carolyn Charnin (Chair), Peter Feick, Bill Tanski, Mike Anderson, Regina Archazki, Jerry Reece, and Bob Grosso.

Absent: Bruce Conway (out of state)

Visitors: Dick Steinfeld & Betty Mulholland

Report from Directory of Maintenance, Ryan Hankey

1. New Clocks will be purchased for the start of 2024 season
2. New Sandbags on order for Pickleball nets
3. Tennis grooming and seam repairing scheduled early spring 2024.

Quoted costs of \$3,318.

Debate followed on Tennis practice backboard. Will it be used much? If ball machine not used much, will backboard be used? Mark noted that maintenance can make a backboard during the winter. Peter & Tennis Board will review TCS proposal for a backboard and report back to us.

Ryan mentioned that work on the cement floor in the bleacher area will commence either in later fall or early spring. And, the trees will be trimmed along the perimeter of the courts.

Water fountain costs will need to be included in the 2024 Budget. Earliest installation would be July, 2024, Both clubs recognized need for a new one with a water bottle filler option.

Regina requested gravel be used to fill in the gaps in the fences along the edges of the PB courts. Balls sometimes get stuck there and someone can easily cut themselves. Ryan will take care of that issue.

The large crack on the Pickleball courts (between courts 5 A...B/) will be repaired, per Ryan. However, moisture seeps into this crack and it is not a permanent fix. Fortunately it doesn't interfere with play and repairs can be done in house.

The Tennis Club requested a shoe scraper, and Pickleball can use one too to keep sand off the shoes. Ryan was asked to order a couple.

Mark mentioned that wind screens will be removed the first Friday in Dec. Meeting adjourned at 5:00 pm.

Next meeting, Nov. 6th 4 pm, NCB Board Room.





OVCA Treasurer's Report for the three months ending September 30, 2023

Income

- 1) Common charges billed were \$1,395,874
- 2) Interest income was \$1,944
- 3) Other income was \$6,760
- 4) Communications advertising income was \$5,409

Total income was \$1,410,648 which was \$629 over budget.

Expenses

Total year to date expenses were \$1,462,625 leaving a first quarter deficit of \$51,976 that is only half that budgeted. This \$52,090 favorable bottom line variance is directly traceable to reduced payroll, outside contract labor, and related payroll tax/fringe benefits. I note that in regards the preventive maintenance program we have completed 27 units in the first quarter or 34% of the full year budgeted 80 units.

Reserves As of September 30, total monies set aside are \$1,049,406 with 68% of the total in the roof reserve.

Delinquencies As of September 30, there were 10 units with common charge balances over 60 days past due totaling \$30,052. All of these are in active stages of collection and we received \$5,114 just last week.

Kenneth Colman

Treasurer

10/17/23