

# Giants Neck Beach Association

Presentation in lieu of  
79th Annual Meeting  
June 2020

# Presentation Topics

- 2020 Budget and Annual Meeting - Process Changes
- Timeline and Information flow
- President's Report
- Treasurer's Report
- Proposed operating budget for 2020 - 2021
- Notes concerning expenses
- Notes concerning revenues
- Notes on proposed mil rate
- Capital fund balance and projected expenses
- Notes on other ballot items, including:
  - Transfer of \$25,000 from collected revenue to capital fund
  - Renewal of annual \$5000 emergency fund from capital account to be used at the discretion of the Board of Governors
  - Appropriation of up to \$25,000 for Mothers' Beach project
- Nominating Committee
  - Recommended slate to fill vacancies on the Board of Governors
  - Recommended slate to fill vacancies on the Zoning Board of Appeals
- Reminders and information re completing and returning absentee ballots
- Other comments and committee news

# 2020 Budget and Annual Meeting – Process Changes

- As previously communicated, the Giants Neck Beach Board of Governors decided – for the safety of our community and consistent with Connecticut executive orders – not to hold a physical meeting for either the informal budget information session that has been held at the end of May in recent years, or for the June Annual Meeting.
- Because there can be no Annual Meeting, the Board decided to provide all information through written materials, and to have all voting done through absentee ballot.
- There was no need for Members to request an absentee ballot; ballots were sent to all property owners and Designated Member Representatives. Unless a properly filed Designation of Member Representative (DMR) form requested receipt at a different address, these documents were sent to the address on file with the Town of East Lyme. Ballots were also available for download from the GNBA website.
- The ballots include votes for all substantive matters typically voted on at an annual meeting, including:
  - The proposed operational budget for 2020 – 2021
  - Approval of Capital Fund appropriations
  - Nominees to fill vacancies on the Board of Governors and Zoning Board of Appeals,

# Timeline and Information Flow

- On May 26, 2020, the Board circulated an informational memo concerning the proposed budget and the revised process for 2020, as well as a PowerPoint presentation concerning the draft 2020-2021 operational budget and a copy of the proposed budget itself. These materials were sent to Association Members by email, and were posted on the GNBA website. In addition, the memorandum and draft budget were posted on the clubhouse bulletin board.
- An opportunity was provided for Members to submit questions and comments concerning the draft budget to an email address established specifically for that purpose.
- The resulting questions and answers were posted on the website and the clubhouse bulletin board.
- Following the question and comment period the Board of Governors finalized the proposed budget.

## Timeline and Information Flow, Cont'd.

- On June 6, 2020, absentee ballots, along with an explanatory memo and a copy of the proposed 2020-2021 operational budget, were sent out for all GNBA properties.
- Unless a properly filed Designation of Member Representative (DMR) form requested receipt at a different address, these documents were sent to the address on file with the Town of East Lyme.
- To avoid any potential issues with delivery delays based on things such as mail forwarding, the ballot is also available as a pdf download from the Giants Neck Beach website ([www.giantsneckbeach.org](http://www.giantsneckbeach.org)).
- An email was sent notifying the membership that the budget, ballot, and explanatory memo had been sent by mail, and providing links to access them on the website.
- Completed ballots must be received at the following address *no later than June 20, 2020*:

Registrar  
Giants Neck Beach Association  
P.O. Box 124  
Niantic, CT 06357

# President's Report

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On behalf of the Board of Governors, I would like to welcome everyone to the 2020 summer season at Giants Neck Beach. This is certainly a year unlike any I have never known, and it has required all of us to make significant adjustments to our daily lives. Due to restrictions related to Covid-19, we will not be able to gather with our friends and neighbors at an Annual Meeting this year, but we hope that circumstances will improve as the summer progresses. In the meantime, please be safe and comply with social distancing requirements on the beaches and in other public areas.

Absentee ballots and related information were sent by mail on June 6, 2020 to the owner(s) or Designated Member Representative of every GNBA property. Please review the materials carefully, especially the instructions on the ballot, and be sure that they are returned to the designated post office box no later than June 20, 2020. Results will be reported to the Association no later than June 21, 2020. For extra accessibility, the ballot and materials are also available for download from the website.

As previously reported in the budget informational memo circulated in May, repairs to the Association Cottage were completed over the winter and a new tenant is in place. As a result, the Cottage is projected to be revenue positive for the year. In addition to completing the Cottage project, the Board worked hard over the winter to investigate options for converting the tennis court to a multipurpose facility. We will be providing detailed information to you on this topic soon.

We have received a few inquiries about Clubhouse rentals. Unfortunately, due to the same Covid-related restrictions that prevent us from holding membership meetings, the Clubhouse is currently closed and we are not accepting reservations. We will of course notify you as soon as there is any change in this regard.

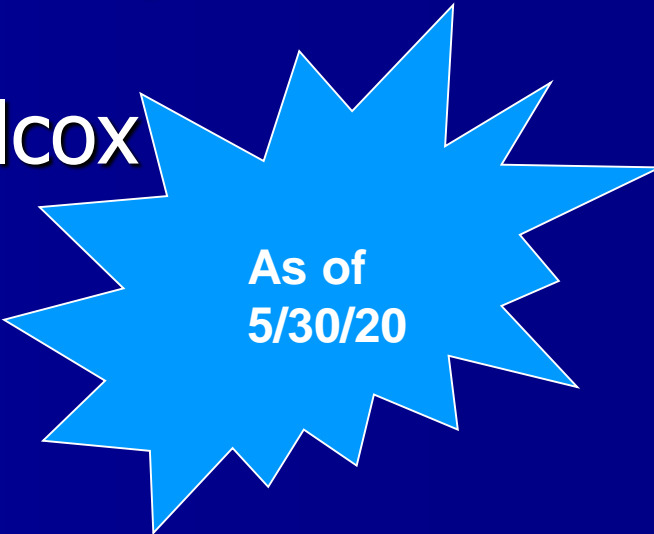
As a reminder, we are always looking for volunteers to serve on our various committees. If you don't know what the options are, there is a directory on our website that identifies the committees and their members. If you would like to get involved, please reach out to the relevant Chair. We have a particular need this year for someone to serve as chair of our insurance committee. Please let me know if you have any interest in assisting us with this.

Please remember that all rules and regulations that contribute to the safety and harmony of our community are clearly set forth in the "Black Book," which can be found on the association website. Both long-standing association members and newcomers can benefit from reviewing these rules periodically, particularly as we head into our busy summer season. Please make all of your guests and renters aware of the rules. It will be no surprise to anyone that the Board fields frequent complaints about excessive noise, speeding cars, illegal parking, fireworks, smoking and alcohol on beaches, etc. Please comply with our very reasonable rules and regulations, so that we can all enjoy this wonderful community together. Particularly in these stressful times, a little courtesy and consideration can go a long way.

The entire Board of Governors considers service to the our community to be a privilege. Please feel free to contact any of us with concerns or suggestions.

# Treasurer's Report

Louise Wilcox



As of  
5/30/20



# Bank Balance

As of 5/30/20

General Fund	\$61,969
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Capital Account	\$144,245
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# Status of Property Tax Collections

- There is only one property remaining that is delinquent in paying GNBA property taxes
  - Taxes due in 2017 and 2018 remain unpaid
  - Total outstanding amount is \$999.38
  - We successfully collected the 2019 taxes, with interest, and are actively working to collect the remainder.
- Outstanding tax payments for all other properties have now been collected, with interest.

# Proposed Budget 2020 - 2021

# Total Budget – Revenue and Expenses

GNBA BUDGET WORKSHEET

5/6/2020

Item #	Committee	'19-'20 Budget	Actuals 7/1/19 to 3/27/20	Budget Balance	Projected 3/28/20 to 6/30/20	Projected Over (Under)	'20-'21 Budget Projection
REVENUE							
1	Association Cottage	7,200.00	-	-	-	-	22,800.00
2	Beach	-	-	-	-	-	-
3	Beautification	-	-	-	-	-	-
4	Buildings and Grounds	-	-	-	-	-	-
5	Club House	1,000.00	575.00	(425.00)	-	(425.00)	350.00
6	Harbor Management	-	-	-	-	-	-
7	Ponds	-	-	-	-	-	-
8	Recreation	-	-	-	-	-	-
9	Security	-	-	-	-	-	-
10	Tennis Court	-	-	-	-	-	-
11	Website	-	-	-	-	-	-
12	Zoning Board of Appeals	-	-	-	-	-	-
13	Zoning Commission	2,500.00	3,050.00	550.00	-	550.00	2,500.00
14	Personnel	-	-	-	-	-	-
15	BOG	1,355.00	1,670.89	315.89	-	315.89	1,200.00
16						-	
17						-	
18						-	
19						-	
Total Operating Revenue		12,055.00	5,295.89	440.89	-	440.89	26,850.00
Tax Revenue		139,875.00	140,414.91	539.91	257.48	797.39	85,300.00
30	Total Revenue	151,930.00	145,710.80	980.80	257.48	1,238.28	112,240.00

Item #	Committee	'19-'20 Budget	Actuals 7/1/19 to 3/27/20	Budget Balance	Projected 3/28/20 to 6/30/20	Projected Under (Over)	'20-'21 Budget Request
EXPENSES							
1	Association Cottage	23,759.40	24,416.93	(657.53)	79.83	(737.36)	21,000.00
2	Beach	9,000.00	4,375.00	4,625.00	4,625.00	-	9,000.00
3	Beautification	5,900.00	2,070.26	3,829.74	1,000.00	2,829.74	3,250.00
4	Buildings and Grounds	12,500.00	3,751.00	8,749.00	1,770.00	6,979.00	12,875.00
5	Club House	8,411.00	6,027.70	2,383.30	1,399.93	983.37	8,750.00
6	Harbor Management	400.00	-	400.00	400.00	-	1,000.00
7	Ponds	4,100.00	2,779.30	1,320.70	582.38	738.32	11,700.00
8	Recreation	1,000.00	729.38	270.62	73.74	196.88	1,200.00
9	Security	-	-	-	-	-	-
10	Tennis Court	3,250.00	-	3,250.00	-	3,250.00	-
11	Website	350.00	68.55	281.45	-	281.45	4,740.00
12	Zoning Board of Appeals	500.00	-	500.00	-	500.00	500.00
13	Zoning Commission	-	-	-	-	-	450.00
14	Personnel	16,245.00	7,638.21	8,606.79	7,298.94	1,307.85	-
15	BOG	15,951.00	11,452.44	4,498.56	1,287.10	3,211.46	26,275.00
16							
17	TOTAL EXP before surplus	101,366.40	63,308.77	38,057.63	18,516.92	19,540.71	100,740.00
18	BOG Surplus '17-'18	(14,436.00)					
19	BOG Surplus '18-'19						(13,500.00)
Total Operating Exp less surplus		86,930.40	63,308.77	38,057.63	18,516.92	19,540.71	87,240.00
20	Capital Fund	65,000.00				-	25,000.00
30	Total Expenses	151,930.40	63,308.77	38,057.63	18,516.92	19,540.71	112,240.00

100,740.00 Operating expenses before surplus  
 (13,500.00) '18-'19 Surplus  
 25,000.00 Capital Fund addition  
 (26,850.00) Operating revenue  
 85,390.00 Need to collect  
 1.16% MI Rate

Grand List \$ 73,714,830

# Notes on Expenses:

- Cottage expenses have decreased by ~ \$1,400 because the Tenant will be responsible for all utilities. We expect to realize property tax savings of ~ \$3,400 resulting from transfer of rear strip back to GNIC. There is a projected increase of 10% for insurance premiums, but we hope that the actual cost will be lower.
- For the Clubhouse, there is a projected increase of 10% for insurance and 3% for property taxes. Again, we hope that the actual insurance cost will be lower.
- There is a \$600 line item in the Harbor Management budget for buoys that need to be replaced.
- Although the expenses reflected for the BOG and website appear higher than last year, this is because personnel expenses have been moved from a separate personnel budget to the specific budgets with which they are associated. So the expenses have not actually increased; they have just been moved.

# Notes on Expenses, Cont'd:

- The ponds budget increased by ~ \$4,800 due to 1) pond treatments required in upcoming year, and 2) a planned extension of fencing along lower pond to deter geese.
- Expenses for beach cleaning and maintenance have remained flat.
- There are no expenses included in the operational budget for the tennis court, as the Association last summer did not approve funds to restore the court as a tennis-only facility. Information concerning potential conversion to a multi-purpose facility will be forwarded in the near future for consideration by members, and the votes and funding for any such project will be separate from the operational budget.

# Notes on Revenue:

- Association Cottage revenue has increased to \$22,800 due to the new tenant.
- Projected Clubhouse revenue is down by \$650 because of the anticipated decrease in events due to COVID-19 restrictions. We hope that the Clubhouse will be able to open for events later in the season if conditions permit, and the \$350 that was left in the budget represents two rentals.
- There is a surplus of \$13,500 from the 2018-2019 operating budget that is being added to revenue to decrease the amount that needs to be raised through taxes.

Proposed Mil Rate:  
1.16



# Notes on Proposed Mil Rate

- The Budget Committee and Board of Governors are happy to report that the proposed operational budget incorporates a mil rate of 1.16, down significantly from the rate of 1.94 last year.
- We recognize that these are difficult economic times for many, and worked hard to reduce the mil rate, both by keeping expenses low and by decreasing the contribution to the Capital Fund for this year.
- A chart showing the expected tax impact of this mil rate follows. Please note that the numbers provided are illustrative only, and assume the property values have stayed the same from year to year. Any changes to the underlying assessed values will affect the tax liability.

# Tax Impact of Proposed 2020-2021 Mil Rate

*(Please note this assumes no change in property value)*

<b>Oct '19 GL Est. Assessed Value</b>	<b>2019-2020 Estimated Tax @1.94</b>	<b>Tax Change</b>	<b>2020-2021 Estimated Tax @1.16</b>
<b>\$370,000</b>	<b>\$718</b>	<b>- \$289</b>	<b>\$429</b>
<b>\$740,000</b>	<b>\$1,436</b>	<b>- \$577</b>	<b>\$859</b>
<b>\$1,100,000</b>	<b>\$2,134</b>	<b>- \$855</b>	<b>\$1,279</b>
<b>\$1,500,000</b>	<b>\$2,910</b>	<b>- \$1,170</b>	<b>\$1,740</b>

# CAPITAL FUND: EXISTING AND PROJECTED BALANCES

## GNBA CAPITAL ACCOUNT/FUND

<b>Balance May 30, 2020</b>		<b>\$144,245</b>	
Proposed Capital transfer from			
2020-2021 Operational Budget		<b>\$25,000</b>	
			<b>\$169,245</b>
<b>Less Expected Expenditures Associated with Prior Appropriations</b>			
Pond Project	<b>\$21,100</b>		
Playground Mulch	<b>\$3,000</b>		
			<b>\$24,100</b>
<b>Less 2020-2021 Requested Appropriations</b>			
BOG emergency fund	<b>\$ 5,000</b>		
Ongoing Main Beach Sand Project	<b>\$ 25,000</b>		
			<b>\$30,000</b>
<b>Projected Capital Balance Following Requested Appropriations</b>			
			<b>\$115,145</b>

# Capital Expense Request:

## Allocate up to \$25,000 for Mothers' Beach Project

- This is a recurring appropriation request for an ongoing sand replenishment project at Mothers' Beach
- The approval is requested annually in an amount up to \$25,000, but the amount actually spent each year varies, depending on conditions during the winter. In 2019-2020, which was particularly mild for sand erosion, we spent only \$1,500 of the funds appropriated to replenish sand.
- The approvals do not carry over from year to year; the approval for any amount not spent expires and the funds revert to unallocated status.

# Nominating Committee

Steve Bruno, Chair

John Makiaris

Angelo Bettara

# Nominees to Fill vacancies on the Board of Governors:

Leeann Berger

Peter Knowles

Wick Mallory

Lou Piscatelli

*Note that these are two-year terms*

# Nominees to Fill vacancies on the Zoning Board of Appeals:

Tran Lin

Rick Skoglund

John Wohler

Ray Volpe (Alt.)

*Note that these are three-year terms*



# THE BALLOT

# The Ballot form:

This ballot is submitted for the following GNBA property: \_\_\_\_\_

## GIANTS NECK BEACH ASSOCIATION ABSENTEE BALLOT:

This absentee ballot applies to the votes below. Due to COVID-19 social distancing requirements, we are unable to have an annual meeting. Accordingly, all votes will instead be made by absentee ballot. Please review this ballot and the enclosed materials carefully before completing and returning the ballot. A total of fifteen (15) ballots must be returned to constitute a quorum, with a simple majority vote required to pass each item.

### INSTRUCTIONS:

1. Write your GNBA property address in the space provided above. Remember that only one ballot may be submitted per property.
2. This ballot is two-sided. Be sure to complete both sides of the ballot.
3. Once completed, return the original ballot by mail to the specially designated Post Office box: Registrar, Giants Neck Beach Association, P.O. Box 124, Niantic, CT 06357. Ballots must be received in the mailbox no later than 12:00 p.m. on Saturday, June 20, 2020. Ballots received after this (or received by any other means) will not be counted.
4. Please mark your votes below by placing an "X" in the appropriate space, then sign and print your name, date, and indicate whether you are a titleholder or designated Member Representative for the above-referenced property, again by marking an "X" in the appropriate space.  
*Any other marks or notations on this form - or failure to follow the above instructions - will invalidate the ballot.*

**Vote 1:** To approve the 2020-2021 operational budget proposed by the Board of Governors as presented, incorporating a mil rate of 1.16:

YES \_\_\_\_\_ NO \_\_\_\_\_

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**Vote 2:** Once collected, to transfer the \$25,000 associated with the capital fund line item into the capital fund:

YES \_\_\_\_\_ NO \_\_\_\_\_

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**Vote 3:** To renew approval of the \$5000 emergency fund from the capital account to be used at the discretion of the Board of Governors for necessary expenditures:

YES \_\_\_\_\_ NO \_\_\_\_\_

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**Vote 4:** To approve the appropriation of up to \$25,000 for the ongoing Mothers' Beach Project:

YES \_\_\_\_\_ NO \_\_\_\_\_

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**Vote 5:** To approve the slate of nominees presented by the Nominating Committee to serve a term of two years on the Board of Governors, as follows:

Peter Knowles                      Wick Mallory  
Leeann Berger                      Lou Piscatelli

YES \_\_\_\_\_ NO \_\_\_\_\_

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**Vote 6:** To approve the slate of nominees presented by the Nominating Committee to serve a term of three years on the Zoning Board of Appeals, as follows:

Tran Lin                              Rick Skoglund  
John Wohler                      Ray Volpe (Alt.)

YES \_\_\_\_\_ NO \_\_\_\_\_

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Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Relationship to Property: Titleholder: \_\_\_\_\_ OR Member Representative: \_\_\_\_\_

# Completing and Returning Your Ballot: Information and Reminders

- As noted above, ballots and supporting materials were sent to the owner(s) or Designated Member Representative ("DMR") of every GNBA property.
- An email with links to the ballot and supporting materials was also emailed to everyone with an email address on file with the web administrator.
- If you are concerned for any reason about receiving your ballot by mail, you can download and print it directly from the website.
- Remember that only one ballot may be cast per property. Indicate your property address in the space provided at the top of the ballot, and include your signature, printed name, date, and whether you are an owner or DMR at the bottom of the second page.

# Information and Reminders, Cont'd:

- The ballot is two-sided – be sure to complete both sides.
- Read the instructions on the ballot carefully and mark your votes by placing an "X" in the appropriate space.
- Once completed, return your ballots to:  
Registrar, Giants Neck Beach Association  
P.O. Box 124  
Niantic, CT 06357
- Ballots must be received no later than 12:00 p.m. on Saturday, June 20.
- The ballots will be opened and tallied during the afternoon of June 20 by members of the BOG and Budget Committee, with at least one independent observer.

# Information and Reminders, Cont'd:

- Results will be circulated by email and posted on the Association website and the Clubhouse bulletin board.
- Only the final results will be posted - no personal information will be revealed.

# Other Comments and Committee News

- Council of Beaches (John Makiaris): The April and May meetings were cancelled due to Covid-19 restrictions. Future meetings are suspended indefinitely.
- Ponds Committee (Jim Beaulieu): The committee plans to install attractive fencing around the lower pond to deter geese, and will be treating the ponds in July.
- Harbor (Tim Mahoney): Existing buoys are in bad shape and will be replaced this season.
- PWC (Robin Knowles): Due to Covid-19 concerns, PWC is not hosting any events in June. They will make decisions re July and August at a later date. However, PWC t-shirts and note cards are still available for sale; please contact Leeann Berger if you would like to purchase anything.
- GNIC (Irene Makiaris): No current meetings or events planned.

**Enjoy Your Summer!**