

Waterfront Park Association, Inc.

Location: Millbrook Place

Date: April 27, 2025

Time: 3:30 pm

Board Member Attendees: Stuart Schouten, Marina Jarish, Cindy Washburne, Peggy Myers, Peter Kasacek, Keegan Ruiz

Call to Order: Called to order at 3:31pm by President, Stuart Schouten

Activities:

- President, Stuart Schouten has Board Members introduce themselves.
- Reading of the 2024 Annual Meeting minutes. Motion to accept by Peter Kasacek, seconded by Keegan Ruiz. Vote passed.
- Treasurer's Report by Treasurer Cindy Washburne. See attached Financial Report. Motion to accept by Peter Kasacek, seconded by Bill Root. Vote passed.
- Harbor Masters Report by Keegan Ruiz. Swim lines to be put in the lake by Memorial Day. Jason Hence will assist. 26 kayak spaces. He has applications for kayak spots. Motion to accept by Jackie Schouten, seconded by Neil Czaikowski. Vote passed.
- Tax Collector's Report by Lori Bushnell. Current year collections at 88%. See attached Collection Report. Motion made by Peter Kasacek, seconded by Norval Smith. Vote passed.

Old Business:

- New sand for the beach. Stuart spoke to Inland Wetlands. They are in the process of finding standard sand that can be used for the associations around the lake.
- Deck project. Norm Myers spoke about the completion of the deck project. The project costs completed were \$34,352.22 which came in \$3,647.78 under budget. There are now 4 adirondack chairs that have been donated and placed on the deck. Norm power washed and stained 2 of the picnic tables that are now placed on the decks for the association to use.

New Business:

- Dead trees on Roy Osborne's property at 45 Shore Drive, next to the beach association, need to be removed. They are dead and can cause damage. Scott Blais made a motion to

spend up to \$2000 to have Michael Green take care of the trees. Kathy Hence seconded. Vote passed.

- New signage discussed on the WPF signs at the top of Shore Drive and Wangumbaug, as well as the signage at the beach association where they could possibly incorporate all signage that is currently all over the fence into one sign. A committee was formed with Norm Myers, Jackie Schouten, Colman Crooks and Scott Blais. They will investigate all signage, and the cost involved with updating, as well as regulations from the town on the street signs. They will report back at our next annual meeting.
- Electronic information discussed. Chris Pollitt is going to explore the possibility of being able to electronically send information out to members. He will report back at our next annual meeting.
- Website discussed. The website is <https://wfpcoventryct.org> Peggy Myers will work with Tim Kollars on updating the site.
- Old picnic tables discussed. Norm Myers will investigate what it will take to remove table/bench tops and replace with Trex material. Jason Hence's company will possibly donate the materials needed to refurbish them.
- Kayak fees were discussed. Motion was made to charge the \$20 fee to obtain a kayak spot but not to return it as we have done in the past. Motion passed. New motion made to update the kayak application to read; "If you do not remove your vessel by the end of the season by the requested date you will be fined \$100 as well as all costs to you for removal. You will also forfeit your rights to have a vessel at beach forever". Motion did not pass. A second motion was made to update the kayak application to read; If you do not remove your vessel by the end of the season by the requested date you will be fined \$50 as well as all costs to you for removal. You will also forfeit your rights to have a vessel for the following year and the \$50 fine must be paid".
- Cindy Washburne is stepping down as Treasurer. Motion made to approve Kathy Hence to the Board.
- Keegan needs help as Harbor Master. Chris Pollitt and Colman Crooks volunteered to assist Keegan.

Budget Proposal:

- See attached WFP Proposed 2025-2026 Proposed Budget. Motion was made to accept the WFP 2025-2026 budget and to continue with a .75 mil rate. Motion passed.

Adjournment: 5:27 pm

- Motion made by Pete Kasacek, Seconded by Bill Root. Vote passed.

Next Meeting: No scheduled meeting. We will call one soon to identify new board positions/roles.

Waterfront Park Association, Inc.

PO Box 624, Coventry, CT 06238

FINANCIAL REPORT

As of 4/26/2025:

Money Market checking Account:	\$8,161.27
Business Checking:	\$8,543.27
	<hr/>
<u>TOTAL</u>	<u>\$16,704.54</u>

2024-25 BUDGET INFORMATION

Estimated budget	\$20,550.00
Approved Budget	<u>\$13,831.89</u>

Approved budget shortfall: \$-6,718.11

Actual expenses to date (4/26/2025) \$16,580.57

Upcoming projected expenses \$3,513.68

Eversource:	\$21.44
Lawncare:	\$2,000
Porta-potti:	\$592.24
Tax collector stipend:	\$900

TOTAL ESTIMATED ACTUAL 2024-225 BUDGET \$20,094.25
(\$455.75 less than initial budget estimate)

Actual estimated budget shortfall \$-6,262.36



WFP Collection Summary Report



Done

WFP COLLECTION SUMMARY REPORT

Sheet1

Sheet2

	BALANCE July 1, 2024	ADJ INC.	ADJ DEC.	COLLECTIBLE AMT 7/1/2024	TAX PAID	JNT PAID	LIEN FEES PAID	TOTAL PAID	OVERPAYMENT	BALANCE I
Prior Total	6,095.85	0.00	-0.9	6,094.95	2,677.52	2,711.75	720	6,109.27	0	3,417
YR: 2023	13,821.89	0.00	-0.9	13,820.99	12,127.06	178.25	0	12,305.31	-1.84	1,693
Grand Total	19,917.74	0.00	-1.8	19,915.94	14,804.58	2,890.00	720	18,414.58	-1.84	5,111
Percentage Collected for current 2023 GL taxes 0.87743787										
254 Tax Bills were mailed out at the end of June 2024.										
Leticia tax service requested 14 Taxpayers tax bills for payment. However, there was some miscommunication between the Tax Service and the Mortgage Company and they ended up paying 8 of the 14. The other 6 were only to be monitored. Those 6 were given additional time to pay.										
Efforts to have some vacant properties put in the Town of Coventry tax sale unfortunately didn't pan out as I would have liked. I am researching other ways of being able to clean up some of these properties that are not being claimed or wanted by the current owners.										

WATERFRONT PARK ASSOCIATION PROPOSED BUDGET 2025-2026

	Approved Budget 7-1-24 to 6-30-25	Actual Expenses 2024-2025	Difference \$	Difference %	Proposed Budget 7-1-25 to 6-30-2026
Administrative Expenses					
Annual Meeting Facility Rental	\$120.00	\$100.00	\$20.00	17%	\$100.00
Board Discretionary Fund	\$500.00	\$382.00	\$118.00	24%	\$500.00
Incorporation Fee to State of CT	\$50.00	\$0.00	\$50.00	100%	\$50.00
Office Supplies/Printing	\$200.00	\$200.00	\$0.00	0%	\$200.00
Miscellaneous/Bank Charge	\$100.00	\$0.00	\$100.00	100%	\$100.00
Post Office Box Rental	\$175.00	\$170.00	\$5.00	3%	\$170.00
Social Committee	\$400.00	\$0.00	\$400.00	100%	\$400.00
Beach Committee/ Kayak Stickers	\$400.00	\$0.00	\$400.00	100%	\$150.00
Total	\$1,945.00	\$882.00	\$1,093.00	56%	\$1,700.00
Community Outreach/Donations					
Charitable Donations	\$100.00	\$0.00	\$100.00	100%	\$100.00
Total	\$100.00	\$0.00	\$100.00	100%	\$100.00
Insurance Expenses					
Officer's & Liability Insurance	\$5,200.00	\$6,038.48	-\$838.48	-16%	\$5,000.00
Bond for Board Members	\$400.00	\$375.00	\$25.00	6%	\$0.00
Total	\$5,600.00	\$6,413.48	-\$813.48	-15%	\$6,200.00
Property Maintenance/Improvement					
Electricity Light Pole & Power Pedestal	\$120.00	\$102.05	\$17.95	15%	\$120.00
Portable Toilet	\$3,000.00	\$2,692.61	\$307.39	10%	\$2,500.00
Lawn Care/Rototilling/Clean up	\$4,100.00	\$5,931.65	-\$1,831.65	-45%	\$500.00
Repairs & Improvements & Tree Care	\$500.00	\$0.00	\$500.00	100%	\$500.00
Total	\$7,720.00	\$8,726.31	-\$1,006.31	-13%	\$9,120.00
Taxes & Legal Expenses					
Property Tax Town of Coventry	\$50.00	\$29.98	\$20.02	40%	\$50.00
Legal Fees (contingency)	\$200.00	\$0.00	\$200.00	100%	\$200.00
Total	\$250.00	\$29.98	\$220.02	88%	\$250.00
Tax Collector's Expenses					
QDS Tax Platform	\$1,700.00	\$1,984.08	-\$294.08		\$0.00
Tax Collector's Stipend	\$2,700.00	\$2,100.00	\$600.00	22%	\$2,500.00
Fees paid to Town for Liens/Releases	\$200.00	\$0.00	\$200.00	100%	\$200.00
Postage/Envelopes	\$500.00	\$0.00	\$500.00	100%	\$200.00
Supplies/Miscellaneous	\$135.00	\$0.00	\$135.00	100%	\$100.00
Total	\$5,235.00	\$4,094.08	\$1,140.92	22%	\$5,000.00
Grand Total	\$20,850.00	\$20,115.85	\$734.15	4%	\$22,370.00

Town Fireworks/Dollars for Scholars

8 mil: \$24,472.44
 79 mil: \$24,169.96
 75 mil: \$22,661.00
 65 mil: \$19,365.54

Increase
 Decrease