

**Mason's Island Fire District Monthly Meeting
June 17, 2025 – 5:30 PM
Mason's Island Yacht Club**

1. Call to Order

- a. President Scott Parry called the meeting to order at 5:32 pm. Board members Jeff Miceli (Vice President), Ricardo Kleinbaum (Clerk), Ethan Tower (Treasurer), Bill Taylor (Tax Collector) Audrey Brown, Catherine Deichmann, Kristin Foster, Tom Giola, and Bob Domurat (MIPOA Roads Committee rep) were present. Also attending were Nancy Ross and Barry Saluk. Board member Fran Hoffman and Tick Committee member Dave Ludwig were absent.

2. Agenda Additions/Deletions/Changes

- a. New Business – Kristin requested discussion of the newly installed speed bumps at the gatehouse.

3. Approval of Previous Minutes –

- a. A motion was made and seconded to approve the May monthly meeting minutes with no changes. The motion carried.

4. Treasurer's Report – Ethan Tower

- a. Referring to the previously circulated June 2025 financial statements, Ethan noted the final items:
 - i. Hickory Ledge repairs - Total expenses associated with storm damage on Hickory Ledge in May are expected to stay below \$10K (approximately \$2K to remove a tree and \$6K for road repair.)
 - ii. New balance sheet items - Inclusion of an \$8,360 receivables asset related to the erosion control bond with the Town; and a \$4,500 right of way bond liability

associated with uncompleted driveway apron bonds. The erosion control bond arose from the completed sloped rock revetement project.

- b. Living Shoreline funds - Scott inquired how the \$120K approved by taxpayers at the annual meeting might be allocated back to the roads budget in the event of unsuccessful permitting and grant(s) for the Living Shoreline Project this fall. Ethan confirmed that amending the budget for this purpose would require a special meeting for MIFD taxpayers.

5. Committee Reports

a. Fire & Safety Committee – Jeff Miceli

- i. Jeff noted five events in May including two EMS incidents.
- ii. Jeff provided an update on the MI Emergency (“Protocol”) initiative. He is working with other members of the group on organizing a meeting with residents, as mentioned at the 2025 annual meeting. He also reported that the total cost for emergency radios for the project could run \$1,500 to \$1,600.

b. Tick Committee – Dave Ludwig, Fran Hoffman (absent)

- i. The Board discussed synthetic product options for tick control next year. Jeff reiterated the importance of engaging independent scientific input before making final decisions about the treatment program. This could include a one time “high power” spray application in the fall. Ricardo noted that Seascapes, as a lawn treatment company, prioritized granular applications for safety reasons. No decisions were made.
- ii. For the 2025 season, the second and final Talstar (bifenthrin) application will be scheduled this fall.

c. Living Shoreline Road Protection – Kristin Foster

- i. Kristin provided an updated on the grant proposal and permitting process as follows:
 1. On May 6, the Town submitted a “pre-proposal” application for the National Coastal Resiliency Fund grant through the National Fish & Wildlife Foundation. If accepted, there would be an invitation to submit a “full proposal” on July 18 with awards by the end of the year.
 2. Advisory Firm, GZA, sent the review team the final draft permit applications which have been circulated to MIFD/MIPOA directors and MICO. Submission to the regulatory agencies with edits would follow in early July.
 3. A discussion followed on whether the permit application should be under MIPOA or MIFD, “as project owner.” A decision, weighing tax considerations, could be made closer to the construction date.
 4. Ethan inquired if there are any physical monitors to delineate the location of the sloped rock revetement. Tom replied that there are no physical markers. He explained that CLA Engineers produced an as-built drawing showing that the west and east side of the revetement are situated approximately 4 ft and 14 ft, respectively from the pavement edge. Kristin requested a copy of the as-built drawing with a scaled dimension to the property line.

d. Traffic Control - Catherine Deichmann

- i. Catherine reported on staff turnover at the guard house and ongoing training. The Board then discussed the guidelines for communicating with visitors coming past the guard house
 - ii. Catherine stressed the value of having residents pre-notify her of large events to communicate to the guards and help expedite traffic flow. She plans to send out a community email on this topic.
 - iii. Catherine confirmed that the guards screening is limited to asking visitors for a valid address past the gate, and supplying directions.
- e. **Nominating Committee – Catherine Deichmann, Ethan Tower**
 - i. No report
- f. **Facilities Committee – Tom Giola, Bob Domurat**
 - i. Tom referred to the monthly report circulated before the meeting. He reported that he has filed an application with the Town to reduce the one year surety bond posting associated with the sloped rock revetement project from \$8,500 to \$2,700. A hearing with the Town is scheduled on August 19, 2025 to consider the application, according to Tom.
 - ii. Tom also described a road map supplied by outgoing Roads Manager, Rufus, depicting the areas and schedule for lawn maintenance. He plans to work with MIPOA to identify property areas where maintenance is not required, or excessive.
 - iii. Tom added that no changes are planned to the selection of lawn maintenance vendor(s) until spring/summer 2026, and no changes for snow/ice clearing until 2026/2027. Any future modifications will depend on

agreeing with vendors to pricing, insurance, and billing terms as well as response times.

- iv. Tom reviewed the protocol for keeping right of ways clear of overgrown vegetation. He recommends continuing to alert homeowners well in advance of any trimming of material in the right of ways or road sight lines. Ricardo noted the previous use of red ribbons.
- v. Tom also pointed out the potential liability issues related to the placement by homeowners of stone driveway aprons directly alongside roads. According to Tom, the industry standard, as adopted by MIFD, is for homeowners to place stone at least one foot away from the pavement edge. Scott suggested follow up with MIPOA to issue a more formal exemption with the property owner when the standard is not going to be followed.
- vi. Ricardo noted that the revised *Ordinance re permits to work or excavate under MIFD-managed roads*, as approved by taxpayers at the annual meeting, has been reported in the published minutes. He will ask Lou to replace the full ordinance on the MIFD website ahead of the July 1, 2025 effective date.

6. Unfinished Business – Website Admin, Ricardo

- a. Ricardo discussed his recent meeting with Lou Allyn to identify back up assistance with posting of minutes, agendas and other items on the MIFD website. Ricardo stated his willingness to perform updates, once he can secure a proper ID and password from the current administrators.
- b. Board members recommended that we identify another resource, preferably a volunteer, within the community to help upgrade the site, and perhaps assume webmaster responsibilities. Lou has referred MIFD to an individual to consider for the webmaster role, according to Ricardo.

7. New Business –

a. Road Signs – Scott Parry

- i. Scott solicited input from the Board on how to achieve a better consensus on signage changes and additions at the guardhouse in the future. He proposed that each of the Boards of MIPOA, MIFD, and MICO should agree on signage modifications before MICO, as owner of the guardhouse, can add, replace or remove any sign. Board members agreed to move forward with the proposal and seek consent from the other parties for a joint policy, which could also include Mason’s Homestead Homeowners’ Association.
- ii. Scott referred to a recent exchange of emails between MIFD and Father Tom Hoar about changing the Enders Island mounted on the guard house. Scott and Catherine noted MIFD’s responsibility for public safety and traffic management. Scott also emphasized that the Board should take into account Enders as part of our community and present solutions affecting them in a neighborly fashion.
- iii. A discussion then followed on how to reconcile MIFD’s responsibilities to ensure safe roads and traffic leading to the gate house with acknowledgement of the terms of the March 11 settlement* between Enders and several private individuals regarding the scope of permissible activities, vehicles and other issues on Enders Island.

** The settlement – to which neither MIPOA, nor MIFD are parties – includes an Exhibit with the agreed to language for signs “at the gate house and at the entrance to Enders Island.” In addition, a memo sent from Father Tom to the President’s of MIPOA or MIFD also noted Enders agreement to “put a sign at the guard house”.*
- iv. Citing safety and the need to prevent traffic back ups, several board members expressed concerns about the

readability of the sign. They recommended that the sign be moved off the guardhouse to a location north on the approach to the guardhouse, and also consider increasing the font size while retaining the original text. Board members maintained that this was needed to allow motorists sufficient time to read the sign and turn around safely before reaching the guard house queue.

- v. Barry Saluk, Chair of the Board of Trustees of St. Edmund of Connecticut, Inc. and St. Edmund's Retreat (“Enders”) echoed Fr. Hoar’s emails, and stated that while the precise language of the sign was agreed to, there was no provision for fonts or colors. Barry maintained that all parties understood that only a replacement of the existing sign on the guardhouse was contemplated, as part of the settlement.
- vi. Scott noted that the authority to place or move the sign rests with MICO, as owner of the guardhouse, and that he plans to ask Rufus if he would agree to move the sign. No decision was made at the meeting about the fonts or colors of the sign.

b. Speed Bumps – Kristin Foster

- i. Kristin reported that the new speed bumps at the guardhouse were “abrupt”. However, this would be discussed with Rufus as the speed bump is located on MICO property.

8. Next Meeting: Tuesday, August 19, 2025 at 5:30PM

Adjourn

A motion was made and seconded to adjourn the meeting at 7:23 pm. It was seconded and approved, following a motion to acknowledge and thank Audrey Brown’s three year’s of service to MIFD.

Respectfully submitted,

BOARD REVIEWED DRAFT – SUBJECT TO FINAL APPROVAL AT AUGUST 19,
2025 MEETING

Ricardo J. Kleinbaum – Clerk, Masons Island Fire District

DRAFT