



# Cotuit-Santuit Civic Association

## Executive Board Meeting Minutes

**Date:** Tuesday, May 7, 2024, 7:00 PM

**Location:** Cotuit Library / Virtual

### Attendance

**Present:** Carol Zais, Lisa Vasiloff, Bob Dee, Dave Fravel, John Havel, Mark Stranberg, Karen Harvey Teeley,  
Virtual: Lisa Nagel, Natalie Spence

**Absent:** Phil Odence, DJ Long,

**Guest:** Councilor Seth Burdick

### Regular Business

**Call to Order:** Carol Zais called the meeting to order at 7:00 PM.

**Secretary's Minutes:** Absent any objections, the minutes of the Executive Board meeting of April, 2 2024, were approved.

**Treasurer's Report:** Absent any objections, the Treasurer's Report through today was accepted.

Natalie reported an increase in donations and dues since the membership drive began. It is not yet known if we are simply getting people earlier or if we have an actual increase. This will be tracked.

It was clarified that Clover does charge us a percentage for credit card use.

#### **Precinct 7 Report:**

The Capital Improvement Plan (CIP) was voted on by the Town Council. The Cotuit Memorial Park project was pulled from this year's vote. Seth will stay on TOB to ensure continued forward movement on the project. Funding was approved for the raised crosswalk at Main and Old Shore road.

Barnstable Land Trust (BLT) is seeking funding from CPC for the purchase of Cotuit High Ground Golf Course. BLT is also receiving CPC funds for purchase of a Falmouth Road (Rte 28) property in Cotuit.

#### **President's Updates:**

**Governance:** Lisa Nagel has taken agreed to assist Carol in the update of the governance document project and has reviewed the first draft from Carol.

**Cotuit Memorial Park:** Carol and Natalie met with TOB officials Chris Ganeilla , PJ Kellerher, David Anthony, and Mark Marinaccio. Carol shared a map showing the Town survey and what sections are encroachments (library parking, playground, rain garden). The library driveway expansion had two independent surveys, which conflict with the Town's survey and land court. The Town survey supersedes the other two. The main issue for with the encroachments is Town liability. David Anthony is working on clearing these encroachments up. While the Town addresses survey issues, they can move ahead with the landscape and design phase, which will include requests for more mature trees (existing trees are dead and need to be removed per the ToB Tree Warden). ToB architects will need to decide on the pathway before finalizing any other designs. Once a plan

is in place we will need to educate community on the project and possible need to fundraise for the trees (“adopt a tree”).

Ropes Beach: Work was done on removing phragmites in 2023, but the process for the beach vegetation removal stalled with a change in personnel. PJ Kelleher told Carol that a Town employee was taking exact measurements of the vegetation area, on May 1st, and then they will present their findings to Conservation to get the project back on track.

Old Shore Road: Trees blocking the sightline on Old Shore Road have been taken down. There is significant erosion at Hooper’s landing that currently has 3 orange safety cones placed by ToB.

Candidate and Budget night host: Carol has requested a volunteer to host Candidate and Budget Night on May 21<sup>st</sup> as she will be out of town.

The Board agreed to hold this meeting in person.

## **Old Business**

### **Concerns of Cotuit:**

The Board reviewed and updated last year’s list. See attached.

### **Website/Digital Records:**

Forty new e-mail addresses have been added to Constant Contact list. Dave is sending out 1-2 emails per week to this list. Our Website engagement is at 60%.

Because our weekly Monday email, which includes reminders for upcoming CFD meetings, arrives on the same day as the Prudential Committee meeting each month, there was a complaint about the short notice. It was agreed that we would include the following week Monday meeting date in that email sent the week before.

Dave has created a google sheet for our web statistics which can be found on the Google Drive. He also created a sheet for Carol with all passwords.

### **Membership Drive:**

Membership activity has picked up, with 115 paid members YTD bringing in \$6,980, compared to 280 members bringing in \$14,016 for all of 2023. These totals include membership dues and donations.

Board outreach has netted over \$1,000 with 14 new members. Board members were encouraged to continue (or start) their outreach, as this personal touch has a high success rate.

We expect continued progress as over 500 letters were mailed to residents within the last 10 days.

Spending on the membership initiative will be lower than what the board approved. Mark reported that Prudential Committee will allow us use of their sandwich boards (so no need to purchase), and we have eliminated the plan for a second bulk mailing (annual appeal will take place during that timeframe instead).

The library posted information about membership on their main monitor and in the children’s room.

Mark also reported that we have received official approval from the Air Force for an AC-130 Hercules to perform a flyover for Cotuit’s Fourth of July Parade. Mark requested that board members refrain from sharing this news with the public due to possible changes in availability.

### **Kettleer’s Parking:**

Carol met with Chief Brown and members of the Town, BLT, Parks & Rec, and Kettleers GM and President to review current parking laws and come up with a plan for parking for the 20 home games. The following ideas will be recommended to the Town:

Parking will be allowed on the sidewalk side of Main St. (but not on the sidewalks); parking on Lowell on the ballpark side; BLT will start discussions with the ToB to clear sections of the apron to allow cars to park

nose-in, on the north side of Lowell. Kettleers cannot afford a shuttle, but will have volunteers on hand to provide parking information and directions to the school.

**Road Speed:**

Nothing to report on road speed.

***New Business***

**Currents print color:**

It was agreed to stay with the black & white Currents, instead of “last color used”.

**Annual Appeal:**

Natalie reported that for 2018-2023 there was a significant bump in membership (and net revenue) after annual appeal letter went out. It was agreed that it is important to get this letter out with the Currents prior to the parade. We will plan to include a annual appeal letter in the July Currents mailing, which residents will receive the third week of June.

***Other***

For the June Community Meeting, Kipp Diggs will hold office hours. June 24, 10am-12pm

***Adjournment***

The meeting adjourned at 8:30 PM.

Respectfully submitted,  
Lisa Vasiloff, Vice President

**Upcoming Dates:**

Board Meetings- 6/4/24, 7/2/24, 8/6/24, 9/3/24,10/1/24,11/5/24,12/3/24

Currents Deadlines- 6/5/24,7/3/24,8/7/24, 9/4/24,10/2/24,11/5/24

Community Meetings-May 21, 2024 -Budget and Candidate Night ; Monday June 24th at 10:00 office hours with Kipp Diggs

Christmas in Cotuit- December 7, 2024

Friday, May 17 at 8:30am - Concerns of Cotuit meeting - Freedom Hall

Tuesday, May 21, 2024 - Budget and Candidate Night Community Meeting

Wednesday, May 29, 2024 CFD Annual District Meeting

Thursday, July 4th Parade

Tuesday August 20th - CSCA Annual Meeting

Christmas in Cotuit Saturday December 7, 2024