

1986 Annual Meeting – By-Laws Approved

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Official Copy
Ron Satby 6/1/86

AUTHORIZATION TO ACT BY LAWS
BY LAWS GOVERNING

LAKE WILLIAMS
BEACH ASSOCIATION, INC.

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**LAKE WILLIAMS
BEACH ASSOCIATION, INC.**

**THE LAKE WILLIAMS BEACH ASSOCIATION WAS
ORIGINALLY INCORPORATED BY NUMBER 214 OF THE SPECIAL
ACTS OF 1953. THE ACT CREATED THE ASSOCIATION AS A
GOVERNMENTAL SPECIAL DISTRICT WITH POWERS CONCERNING,
AMONG OTHER THINGS, REGULATION OF BUILDING LOTS,
CONSTRUCTION OF ROADS AND SEWERS AND MAINTENANCE OF
PUBLIC HEALTH.**

**THE ASSOCIATION WAS ALSO GRANTED PURSUANT
TO SECTION 12 OF THAT ACT, THE POWER TO TAX REAL
PROPERTY {WITHIN THE LIMITS SPECIFIED - THE LOCALITY
KNOWN AS LAKE WILLIAMS}, FOR THE PURPOSE OF APPORTIONING
AMONG ALL OWNERS OF LAND THE COST OR EXPENSE OF EXERCISING
THE POWERS GRANTED BY THIS ACT.**

**THE ASSOCIATION WAS EMPOWERED TO ENACT BY-LAWS
OR ORDINANCES SO LONG AS OPERATION OR MAINTENANCE ARE
WITHIN THE LAW AND DO NOT CONFLICT WITH GENERAL STATUTES,
TOWN ORDINANCES, ZONING REGULATIONS OR ANY FRANCHISE OR
OTHER GRANT GIVEN BY THE TOWN OF LEBANON.**

This is a summary [in-part] of the Charter of the Lake Williams Beach Association. These powers are granted through Statute. At the end of each line you will find a notation as to where in the charter each power is granted [Section, page and line].

MEMBERSHIP

All owners of record of land within the limits hereinafter specified, in that locality known as Lake Williams in the town of Lebanon are constituted a body politic and corporate, by the name of The Lake Williams Beach Association.

MEETINGS

Annual Meeting - Shall be held on the first Sunday in June of each year at such time and place as the governing board shall appoint. [Sec. 10, lines 34-36]. Notice of each annual . . . meeting shall be posted upon the public bulletin board within the territorial limits of said association, at least ten [10] days before the date of such meeting, signed by the President or any three members of the board of directors the association. Notice shall designate the time and place of such meeting and the business for which called [Sec. 10, page 5, lines 49-56].

Special Meetings - Special meetings of the association may be held during any month and may be called by the President [or] any three [3] members of the governing board of directors. Notice of special meeting shall be posted upon the public bulletin board within the territorial limits of the association, at least ten [10] days before the date of such meeting, signed by the President [or] any three [3] members of the board of directors of the association which shall designate the time and place of the meeting and the business for which called; and when, in the opinion of the board of directors circumstances seem to justify such action, a copy of such notice shall be mailed to each legal voter of the association. [Sec. 10, page 5, lines 47-58].

VOTING

[A] The Right To Vote - Any owner of record of land within the limits of said association shall be entitled to vote in any meeting of the association. [Sec. 9, page 3, lines 1-3]

[a] Several persons holding individual interests in any one piece of land within the limits of the association shall appoint one [1] person to cast the vote for them. [Sec. 9, page 3, lines 5-8]

VOTING

[continued]

- [b] a minor shall have no right to vote in person at meetings or to appoint an agent to vote for him, but any duly qualified guardian, administrator or trustee for such minor shall have the same power and right to vote. [Sec. 9, page 3, lines 11-15].
- [c] any owner of land within the limits of the association, qualified to vote, who is unable to attend any meeting, may appoint, by written proxy, a duly qualified person to cast his vote at any meeting. [Sec. 9, page 4, lines 16-20].
- [B] A QUORUM - for the transaction of business at any annual or special meeting of the association shall consist of not less than ten [10] legal voters of the association. If ten legal voters are not present at such meeting, the presiding officer may adjourn such meeting from time to time until at least ten legal voters shall be present. [Sec. 9, page 4, lines 24-29].
- [C] A PLURALITY VOTE - cast by the legal voters at a meeting of the association shall be necessary to elect an officer or other member of the board of directors. [Sec. 9, page 4, lines 30-32].
- [D] A MAJORITY VOTE - of all the votes passed by the legal voters at an annual or special meeting shall determine any question. [Sec. 9, page 4, lines 32-34].

BOARD OF DIRECTORS

- [1] The Board of Directors will meet shortly after the annual meeting to approve seven committees. [Sec. 13, page 7, lines 33-37]. The Secretary will mail to each appointee, a list of officers and committee members showing name, address and name of committee on which he serves. [Sec. 13, page 7, lines 41-45].
- [2] The Board may spend no more than two hundred [\$200.00] dollars total for non-budgeted items during any one fiscal year unless approved by Association membership [Sec. 13, page 7, lines 47-49].

BOARD OF DIRECTORS

[continued]

- [3] The Board of Directors may authorize expenditures and vouchers for payment of bills which will be given the treasurer by the Secretary on a Director's or Association vote. [Sec. 13, page 7, lines 17-21].
- [4] The Board will not contract or incur obligations or borrow unless approved by the Association [Sec. 13, page 7, lines 47-49].

PRESIDENT

- [1] The President of the association shall be the chief executive officer of the association and preside at all meetings. He shall be, ex officio, a member of all committees. [Sec. 14, page 8, lines 1-5].
- [2] President shall, as soon as may be practical after his election, appoint the members of all standing committees for the current fiscal year, including on each committee at least one member of said board of directors. [Sec. 14, page 8, lines 5-8].

SECRETARY

- [1] The Secretary will keep records in duplicate of all minutes of meetings and Director's meetings [Sec. 15, page 8, lines 1-3].
- [2] The Secretary will keep records of all votes, orders and acts of the association and board of directors [Sec. 15, page 8, lines 4-5].
- [3] The Secretary will keep records of all voters of the territory of the association [Sec. 15, page 8, lines 5-6].
- [4] Secretary will be paid an honorarium as approved by the association [Sec. 13, page 7, lines 12-14].

TREASURER

- [1] The Treasurer will keep records of taxes, assessment and fines laid by the association [Sec. 15, page 8, lines 7-10].
- [2] At the end of each fiscal year he will show income, expenses and cost of operation [Itemized]. [Sec. 15, page 8, lines 20-23].

TREASURER

[continued]

- [3] The Treasurer will be under rules and regulations of the directors. [Sec. 15, page 8, lines 9-11].
- [4] Directors will approve the bank in which the Treasurer deposits funds. [Sec. 15, page 8, lines 17-19].
- [5] The Treasurer will be bonded [bond to be paid by the association] [Sec. 15, page 8, lines 24-28].

TAX CLERK

- [1] The Tax Clerk shall collect tax data, maintain records as required by directors and unless ordered otherwise will keep records of changes of real estate [Sec. 16, page 8, lines 1-4 and 5-8].
- [2] He/she will notify the Treasurer as to the amount of taxes due or expected for the year. He/she will also be assistant Treasurer and help the Treasurer in any way required by the Treasurer. [Sec. 16, page 8, lines 9-12]

FINANCES

The Finance Committee shall meet before each annual meeting and present at annual meeting a budget for the coming year to be voted upon by the association. [Sec. 13, page 7, lines 44-45].

TAXES

Said association, for the purpose of apportioning among all owners of land or other real property subject to taxation all of the cost or expenses of exercising the powers granted by this act, may lay and collect, or have collected, taxes that shall be evenly distributed among all association land or real property owners. Said taxes shall be equivalent to the association budget divided equally among all land or real property owners belonging to the association.

LAW AND ORDER

- [1] The association may protect by suitable means, life and property within its limits from loss and damage. [Sec. 5, page 2, lines 2-3]
- [2] The association may appoint, at its expense, one or more special policemen or watchmen, who shall have the same powers and duties WITHIN ITS LIMITS, in relation to criminals and criminal offenses that constables have in towns. [Sec. 5, page 2, lines 3-4]
- [3] Constables shall have the power to make arrests for any violations of by-laws enacted by said association. [Sec. 15, page 8, lines 7-8].

BY-LAWS GOVERNING CHANGE

There shall be no change of the BY-LAWS of the association unless said change is recommended by the Board of Directors and approved by a MAJORITY VOTE of the corporate members present at an Association meeting.

No by-laws or ordinances shall take effect or be enforced until the same shall have been posted for at least seven [7] days on the public sign post of association. [Sec. 8, page 3, lines 13-16].

HB 388 - File 405 - An Act Concerning Incorporating The Lake Williams Beach Association of Lebanon, Connecticut, more commonly referred to as The Lake Williams Association Charter, can only be changed by Public Act or by Charter Revision.

ZONING

Powers to regulate construction and establish building lines. Said association may, within said territory, regulate the character of the construction of buildings, including plumbing, house drainage and wiring. [Sec. 4, page 2, lines 1-6].

HEALTH AND SANITATION

Association may:

- [a] make and enforce within its limits reasonable health regulations

HEALTH AND SANITATION

Association may:
[continued]

[b] may exercise authority given by law to town health officials

[c] may appoint [with approval of health officer of the town of Lebanon
a suitable person as deputy health officer to:

[1] examine [within limits] all nuisances and sources of filth
injurious to public health and cause to have it removed when in
judgement of town health officer it endangers the health and renders
undesirable a dwellings occupants..

[2] notify persons causing a maintaining nuisance to abate the
same within a reasonable time. If order not followed - deputy
health officer can abate and the association may recover expenses
from the persons causing nuisance by suitable action brought in
the name of the association. [Sec. 6, [a,b,c] pages 2-3, lines 10-27.

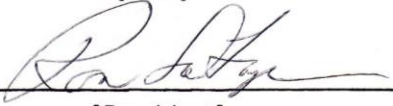
AUTHORIZATION TO ENACT BY-LAWS

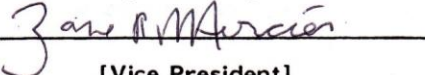
In accordance with Section 8 [page 3, lines 1 through 18] of File 405 [HB 388] which states:

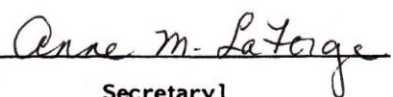
. . . . "Said association may enact by-laws or ordinances, not in conflict with the general statutes or town ordinances, with penalties to secure their enforcement, for the purpose of exercising the powers granted under this act, including the following purposes not specifically mentioned elsewhere in this act: To define the duties and compensation, if any, of officers, directors and employees; to define the manner in which said duties shall be carried out; to regulate traffic over the highways and other roads within the limits of said association; to clean and improve any and all drainage ditches; to regulate peddling; and to employ one or more persons or other agencies to remove refuse matter. No by-law or ordinance shall take effect or be enforced until the same shall have been posted for at least seven days on the public sign post of said association. A certificate of the secretary of said association of due posting of any by-laws or ordinance shall be prima facie evidence of such posting"

The attached by-laws of the Lake Williams Beach Association were adopted at a meeting of the membership

4/1/86
[date]


[President]


[Vice President]


[Secretary]

BY-LAWS
GOVERNING
LAKE WILLIAMS BEACH ASSOCIATION

BY LAWS GOVERNING MEETINGS:

- [1] In addition to the posting of meetings on the association bulletin board ten [10] days before the date of such meeting - a copy of such notice including an agenda shall be mailed to each legal voter of said association.
- [2] Notice of Board of Directors meetings shall be posted on the bulletin board at least 5 days prior to the date of such meeting. All meetings are opened to the general membership.

BY-LAWS GOVERNING VOTING PROCEDURES

- [1] AGENDA - An agenda shall act as the format for meetings of the beach association and the order of the call shall be deviated from only by vote of the membership. A brief time period shall be provided at the close of each meeting for open discussion. Any item approval at that time for consideration by the association shall be placed on the agenda of the next scheduled meeting.

Anyone choosing to put an item on the agenda shall notify the President [or Secretary] at least 20 days prior to the annual meeting.

- [2] SIGN-IN-Sheet - A sign in sheet will be available at each association meeting. Each voting member is asked to sign in upon arrival at the meeting. This list will serve a two-fold purpose:
 - [a] Legal Record of Attendance for each meeting and a record of those present and voting.
 - [b] Roll-Call Sheet in the event that a roll call vote is required.
- [3] The secretary shall have available [and in her possession] at each meeting an updated list of all eligible voting property owners.

BY-LAWS GOVERNING VOTING PROCEDURES

[continued]

- [4] PROXY VOTING - Anyone designated to act as a proxy for a voting member must present to the secretary prior to the beginning of the meeting [or upon arrival] a signed statement designating the name of the individual for whom he/she will be voting. [It shall be signed by BOTH the proxy and the voting member. This proxy shall further state the items to be voted upon or whether the individual has been given full proxy.

BY-LAWS GOVERNING BOARD OF DIRECTORS, OFFICERS AND COMMITTEES

- [1] Money collected from violations must be paid to the treasurer to be deposited in the general fund.
- For any violation of the by-laws established by the Lake Williams Beach Association a fine of \$5.00 is hereby established.
- [2] The Roads Committee, Traffic and Signs Committee and the Association Property and Equipment Committee shall be combined and known as the Roads and Beaches Committee to be chaired by one individual.
- [3] The Health and Sanitation Committee and the Zoning Committee shall be combined and known as the Health, Sanitation and Zoning Committee and chaired by one individual.
- [4] Directors [with the approval of the membership] will set the amount of bonding for the Treasurer, Tax Collector and the Constable.

The present rate of bonding for each are as follows:

TREASURER: \$3,000

TAX COLLECTOR: \$3,000

CONSTABLE: 0

- [5] Charter provides that an honorium be paid to the tax collector and the secretary in the membership so desires. At present the following honorium is paid to:

TAX COLLECTOR: \$250

SECRETARY: \$25

TREASURER: \$25

BY-LAWS GOVERNING BOARD OF DIRECTORS, OFFICERS
AND COMMITTEES [continued]

- [6] The treasurer with the authorization of the board of directors shall draft checks for budgeted expenses and or those approved by special meeting of the association. Said checks shall be co-signed by BOTH the treasurer and president [or in his absence the secretary of the association].
- [7] The books of the treasurer will be closed two [2] weeks before the annual meeting [first Sunday in June]. Auditors shall consist of two [2] voting members of the association to be appointed by the president.
- [8] The secretary will provide the president with duplicate copies of all minutes of both the association and the board of directors meetings.
- [9] All minutes and records of said association meetings shall be available for review by any member by calling the secretary and making and appointment.

BY-LAWS GOVERNING FINANCES

- [1] Unforeseen Emergency Reserve Fund in the amount of \$350.00 shall be maintained at that level. Annual interest earned shall be put into the general fund. Such fund shall only be spent by the calling of a special meeting of the association.
- [2] At the end of the fiscal year all monies allocated in the budget and not spent shall be returned to the general fund.

BY-LAWS GOVERNING GRIEVANCES

- [1] The board of directors shall act as the primary board of appeals in settling grievances. Any aggrieved association member shall provide written notice to the secretary of the association who in turn will give notice to the President and the board of directors. A meeting to hear grievances shall be called with 30 days and a decision shall be rendered [in writing] by the board within 30 days.

BY-LAWS GOVERNING CHANGE

- [1] There shall be no change of the association by-laws unless said change is recommended by the Board of Directors and approved by a two-third vote of the corporate members present at an association meeting.

BY-LAWS GOVERNING SIGNS

- [1] Permits must be obtained from the signs committee for any sign placed for advertising purposes.

BY-LAWS GOVERNING ZONING

MEMBERS OF THE LAKE WILLIAMS BEACH ASSOCIATION SHALL BE GOVERNED BY RULES AND REGULATIONS ADOPTED BY THE TOWN OF LEBANON IN THE BOOKLET ENTITLED: "TOWN OF LEBANON CONNECTICUT, ZONING REGULATIONS AND AMENDMENTS, LEBANON PLANNING AND ZONING COMMISSION, EFFECTIVE JUNE 1, 1980, EXCEPT AS HEREIN AFTER MODIFIED BY THE ASSOCIATION.

- [1] The Lake Williams Beach Association Zoning Board shall uphold the By-Laws pertaining to zoning within the territory of the Lake Williams Beach Association.
- [2] A certificate of zoning compliance, signed by the Lebanon Town Zoning Commission Chairmen [Inland Wetland Commission, Zoning Board] must be shown to the chairmen of the Lake Williams Beach Association Zoning Board and a signed permit issued by the Chairman prior to any additions being added to a present structure or a new structure or home being built. Upon compliance, a building permit will be issued [at no charge]. Said permit shall be visibly displayed during the duration of construction.
- [3] ~~No house trailer will be permitted on any lot.~~ (B) 4/1/86
- [4] ~~No campers or tents will be allowed on any lot without a self-contained septic tank or access to an approved septic system. Approval of the Zoning Chairmar must be obtained prior to occupancy which shall not exceed seven [7] days in one calendar year. Upon compliance a permit which shall be visibly displayed during the duration of stay will be issued [at no charge].~~ NO House Trailer on (B) 6/1/86
- [5] No unregistered vehicle will be allowed on any lot of Lake Williams for a period longer than twelve [12] months. At this time notice will be given and vehicle[s] towed at the owners expense.

BY-LAWS GOVERNING ZONING

[continued]

- [6] No livestock, animals, or poultry allowed other than household pets.
- [7] Cottages and other dwellings shall be used for residential purposes only and limited to single family occupancy.

dwellings 6/1/84

BY-LAWS GOVERNING ASSOCIATION PROPERTY

[A] Association Beaches shall consist of three areas:

- a) Parking Areas
- b) Swimming Areas
- c) Boat Launching Areas [2nd Beach]

- [1] The beaches and acre are reserved for use by association members and their guests.
- [2] No vehicle[s] shall be allowed on the swimming area.
- [3] No vehicle[s] or boat trailer shall obstruct the access or exit of any other vehicle on the beaches.
- [4] After boats are launched all boat trailers must be returned to the property of members. No boat trailer is to be left on beaches or in the parking area.
- [5] No boats shall be permitted in swimming areas.
- [6] No overnight [dusk to dawn] parking will be allowed on association property without prior permission from the Roads and Beaches Chairman, evidenced by a permit to be visibly displayed in front windshield of car. *Limit 1 sticker per island property 6/1*
- [7] Parking is permitted in the designated areas only.
- [8] No changing of clothing in cars.
- [9] Fishing shall be permitted only at boat launch area on 2nd beach.
- [10] There shall be no fires or camping on the beaches.
- [11] No trash is to be thrown in the water or left on the beaches or acre.
- [12] Members [and guests] utilizing association property do so at their own risk.

Y-LAWS GOVERNING ASSOCIATION PROPERTY

[continued]

3) ACRE

- [1] No vehicle, boat or trailer shall be permitted to obstruct access to the acre.
- [2] No overnight parking will be allowed at the acre without prior permission from the roads and beaches chairmen evidenced by a permit to be visibly displayed in the front of car windshield.
- [3] There shall be no fires or camping on the acre without a permit from the roads and beaches chairman.
- [4] No loitering will be permitted at the acre.