

## Directors' Meeting Minutes February 2023

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### February 16, 2023 / 7:00 PM via Virtual Meeting (Zoom) with Clubhouse attendance available

#### **OPENING**- Meeting began at 7:07 pm

- Pledge of Allegiance & Moment of Silence
- Roll Call- Directors Present: Vice President-Matt Sulock, Treasurer-Dawn Wolset, Secretary-Jessica Knoll, Julie Renode, Adam Kochanski, Seth Napoli, John Wolset, Kathy Plebani, Michael Klapac, Colleen Rini. Directors Not Present: President-Rob Renode, Heather Napoli.
- Greeting – Julie greeted everyone and explained that Rob was unavailable for the meeting due to work.
- Public Comment- Property Owner, Mario Scelsi asked if he could do his public comment during the meeting. Julie replied yes as long as he is asking questions about what we are discussing.
- Approval of the Minutes for January 2023- *Jessica motioned to approve the minutes as presented via email and on the website, Adam 2nd. Motion Passed Unanimously.*
- Treasurer's Report (Financials posted on website)– Dawn noted that the financials are on the website and asked if there were any questions, which there were none.

#### **OLD BUSINESS**

- Electronic Votes since last meeting- 1 electronic vote was held and reported: *Adam made a motion to approve to cancel the contract with Iron Mountain Shredding and their services and have them come pick up their console ASAP, Dawn 2<sup>nd</sup>. Motion Passed with 10 yes responses.*
- Speed Bump update – Adam stated that there are no updates since it is not asphalt season. Property owner Tom Kervick asked if someone could donate the funds to place a speed bump where they wish. Adam reminded everyone that we do not want to “target” specific people and that he has no personal objection to it, but he will check with our solicitor. Property owner Alice Terranno asked for more info about the speed bumps and Adam informed her that the specifics are still in the works. She then asked about emergency vehicles and if we asked them if they have concerns. Adam informed her that we already confirmed with our solicitor that we should have no legal issues. It shouldn't be any different than emergency vehicles going to a school or store with speed bumps.
- Status of Leslie Lane/Security – Adam stated that the access controls should be completed by this Friday and all facilities will be up and running by then.
- Status of Entrance Signs - Adam got the engineer stamped drawing dropped off this morning to the town office. The zoning is complete.
- Status of Leslie Lane Pool - Seth reported that there is no update since it is winter. Adam added that he met with Woods about the pool and marked up the drawings with changes and sent them to the engineer. They will continue to go back and forth, but the pool construction will begin as planned and will continue to stay on plan to open on time.
- Budget Meetings/Process – It was clarified that the budget had been approved by the board during a budget meeting and then there was an additional meeting held for an amendment in which no numbers changed, but the language changed for usage.
- Shredder - Trish notified all that the shredder was picked up yesterday. The final bill is on its way. We will purchase the budgeted commercial shredder in the new budget year.
- Ford Ranger - John discussed that the registration is due this month for the Ford Ranger. *John motioned to not renew the registration and insurance on the Ford Ranger, Adam 2nd. Motion Passed Unanimously.*

- Status of Robertson Property - Past concerns regarding the condition of 356 Robertson have been resolved. All items have been removed, the property has been sold and a new home is being built. Property owner Alice Terranno asked about the company building the new home and expressed her concerns that 4U Homes is government backed according to her research. Kathy Plebani confirmed that 4U Homes has gotten permits and they have been approved for a home to be built.
- Other old business? The Annual Meeting has been scheduled for Saturday, July 15th and we need to start holding committee meetings in early March. Colleen will again chair the committee. We will meet the week of March 6th.

## **DIRECTORS' & COMMITTEE REPORTS**

1. Communications & Marketing - Colleen noticed that the events page on the website is not being updated and asked if it should be removed. Trish said it is not linking properly to the correct google calendar. Adam said it is nice to have and he will take a look at it. Colleen and Trish will work together to get the events posted for now. Property owner Mario Scelsi noted that on one spot on the website it states that the pool will be opening in 2022. Colleen will correct. Mario also asked if it is possible to post the budget to the website under the meetings financial info? A question arose on if we should be posting it on our website publicly. Colleen will post it since last year's is posted there already. Property owner Carlos Navarro asked why we can't do zoom meetings for the Annual Meeting and he was informed that it is a voting members meeting and we do not have the technology to prove that we have a quorum which is needed to start the meeting, or to make sure members in attendance are in good standing to attend and to verify votes. Julie also explained quickly what happens during the Annual Meeting. Mario suggested some signage to advertise the Annual Meeting. Although we already have it posted on our bulletin boards, we could look into other ideas.
2. Recreation - Julie stated that we had our jar heart painting on Feb. 9th, and we will be doing a spring picture on March 9th. She is hoping to do some sort of St. Patrick's Day get-together, but no date set in stone yet. The Wine and Cheese get-together was on Feb. 10th with a large show of people. It was great to see some of the same faces and so many new faces!
3. Pools - Seth will get together with Adam soon now that the budget is complete.
4. Maintenance - John spoke of normal routine maintenance, including cleaning the clubhouse & bathrooms, setup and clean up from rentals, cleaning up trash around the development, and taking all trash to the transfer station. All the trim and woodwork around the windows inside the clubhouse were repainted. The mens room inside the clubhouse was re-spackled and painted due to a small leak that needed repair on the roof vent in the bathroom. The brush cutting project was started around the outside fence of the clubhouse pool. Property owner Mario Scelsi asked about the deinstallation of the sink and dishwasher in the clubhouse and if the areas will always be empty. He was told that the area has been furnished with our new coffee station and it looks amazing. Property Owner Tom Kervick asked if we are getting quotes on the electrical box in the kitchen. John stated that he was unaware that there was anything wrong with it. Tom had an issue with the stove not working when he rented the clubhouse and the breaker needed to be turned back on. It hasn't been an issue since. Tom also asked if the water heater has been replaced, which it has. Julie noted a question she saw on the unofficial facebook page about a property owner asking about the removal of the swings on the playground. The swings were broken and removed for safety reasons. They will be replaced and the whole swingset will be reinforced for safety. Property owner Mario Scelsi asked if we could smooth out the entrance area to the clubhouse pool. There are a lot of rocks and uneven surfaces in the gate entrance. Adam stated that sidewalks have always been a wish list item and that a temporary fix of pavers or something is possible.
5. Asset & Project Management - Michael currently has no updates, but there are a lot of new projects that came out of the budget meetings to get us started. Adam suggested we focus on getting the audit done. Property owner Mario Scelsi asked what Michael's position is. Basically, the position was created to help lighten the future load of board members. Currently we have a few board members that have taken on a lot of projects, and it is better to have one person to compile all the projects current status when we will have board members not as willing or able as the ones we have currently.

6. Compliance & Controls – Heather - not present
7. Building & Planning - Katherine reported 1 permit issued for tree removal and 1 not needed for removal of dead trees. Property owner Mario Scelsi asked about the truck traffic on our roads due to all the new construction of homes. Is it possible for a special assessment fee for those situations? Adam stated that that would be a fee schedule change that we could look into and vote on as a board. We have already discussed looking at adjusting our fee schedule in the near future.
8. Roads - Adam said that there isn't much going on this time of year. He is getting quotes on pothole and crack repair as well as looking into what our maintenance staff can rent and repair. He will be getting all updated pricing over the next few months. Property owner Mario Scelsi confirmed that the \$25 road assessment discussed at the budget meeting will be going directly to the road reserves.
9. Enforcement – Adam reported 4 citations issued: 3 for dogs off a leash and 1 for a missing 911 sign.
10. Operations - Collections update - Adam reported that we filed on 86 back debt accounts for the value of about \$350,000.00. 4 that we were going to file on are in resale status currently. Property owner Mario Scelsi inquired about our previously reported 2019 qtr 2 collections of \$220,476.00 and where the funds went. Adam informed him that when we do our budget we basically already account for anticipated income from back debt collections and he believes about \$139,000.00 of those funds went to our needed reserves.

## **NEW BUSINESS**

1. Bylaws Review for Annual Meeting - Heather is not present, but a committee will need to be formed to work on bylaw changes to present.
2. Correspondence - There was a note placed in the lock box dated 2/6/23 stating that property owners would like to raise chickens. They believe that rules should be put in place of course. Unfortunately, the note was not signed for us to reach out to the property owner, but the simple answer to their question is that as stated in our Rules and Regulations; 8.3.1 it is in our deed restrictions that livestock and poultry of any kind are prohibited from being kept on any lot. It is not something that can simply be changed by a board vote or even a vote of quorum in attendance at the annual meeting. It is a complicated process to change a deed restriction.
3. Other new business - Property owner Mario Scelsi asked if there has been any update on the status of renters in our community. The simple answer is that it will be incorporated in the updated fee schedule project. Trish added that we do have a past list of renters and it is confirmed at invoice time. The Annual owner update is sent with the invoice and the back has renter info. Just as a reminder: We do not allow short term rentals.

Meeting Adjourned - Motion: Adam - 2nd: Matt at 8:50pm