

Board of Directors Meeting
March 5, 2014 1:30 pm

- ❖ Call Meeting to Order: The meeting was called to order at 1:34 pm. The following members were in attendance: Michael Mosher, Courtney Kenady, and Ron Schuman. Jennifer McAtamney was also in attendance. Dave Rossi was hoping to join us by phone but was unable to.
- ❖ Approval of BOD Minutes for January:
 - M/S/P: Ron/Michael – 3-0
- ❖ Old Business:
 - Review and finalize Rfp for Landscaping 2014 Season –
 - Note: Leslie Debaggis has offered to come back and do the planting beds for \$4500 for the season. The board members present approve and accept her offer. Our experience is that she does a better job than regular landscaping contractors because she has a vested interest and pride in her neighborhood. Former bids for this indicate this is within the range for this amount of gardening work all around the neighborhood. This item will be removed from the RFP.
 - On the bid both the gabion at the guest parking areas and tree rings in central park shall be added to the beautification day and removed from the RFP.
 - We will send out the request for proposal based on the idea and then can cut items to align with budget if needed. Ron and Jennifer will work on this. Their efforts will include setting up a common meeting date for interested contractors and any neighbors who want to attend.
 - Regarding irrigation it looks like the town is going to set a permanent watering restriction schedule. We will instruct our chosen contractor to implement this.
 - We will send out RFP to Greenscapes, Thetford, Summit Landscaping, Neils Lunceford. If there are other contractors you would like to see let Jennifer & Ron know.
 - Continuation of goal setting and projects for 2014
 - We would like to hold a Beautification Day or Month, including a flyer asking if neighbors want to do their own green maintenance painting.
 - Jennifer will add an Event Calendar Page to our website. This will include HOA meetings, garage sale, gold run rush, perhaps a second garage sale, DRC schedule, Beautification Day, etc.
 - Neighborhood Picnic/Celebration after Rodeo Picnic area is completed. - We will need to wait on this to see how the schedule will goal.
- ❖ New Business:
 - Finance
 - Approve bills and sign checks:
 - Review & approve actual to budget 2013, review and approve Year to Date Financials
 - ◆ M/S/P: Ron/Michael – 3-0
 - Project: review finance policy. – Ron & Jen will review and make recommendations to the board for our next meeting.
 - Bryan Scott Williams parking suggestions
 - The board appreciated this input but the neighborhood was not designed around cars and we are concerned that expanding guest parking will only be exasperated the abuse and congestion of these spaces. We want to also note that our power is limited in regards to these spaces because of the joint ownership by the town and the neighborhood of these

areas. These spots are specified on the plat as public parking spots for guests and trail head users.

- Project: We want to look at rules for campers, trailers and toys, renters, and review our fine and notice structure for any changes. This will be a project for May, to be adopted by the board initially and presented and accepted by the neighborhood at the October meeting.
 - Agenda Suggestions for HOA meeting on March 12th
 - Agenda
 - Review and acceptance of 2013 Financials
 - Construction update for Summer 2014 - Courtney
 - Beautification Day
 - ◆ Gabion project, tree ring, project, fence painting. Deck staining & trim paint will be available.
 - Introduction of Candidates
 - Open Forum
 - Snow removal
 - Brian Hume our plowing contractor stopped by and they are now at the Bridge St alley in terms of the alley widening project. Brian believes that neighbors have started getting the gist of our working patterns. The widening project is creating a lot of relief for neighbors by creating the space in the alleys. He also wants to discuss the option of re-signing him for next year or two so he can invest in some additional equipment to address the unique challenges of the neighborhood. The board members present felt he has does a great job in a very challenging winter and based on experience has asked for a written proposal for 2-3 year contract to review.
 - For the alley removal project they have already used up the initial \$2000 budgeted. This covered Cedar Green up to the Bridge St alley. Based on their experience it is 4 – 5 hours per alley pulling out yards and yards of snow. The remainders of the alleys are smaller, and Brian estimates it as another \$1000 to complete the remaining alleys because the bulk of the neighborhood is already completed and the upper alleys are smaller and have a little more space up there. The board members present approved this additional allocation to complete this project. They feel strongly that they need to deliver the same level of service to all portions of the neighborhood.
- ❖ Final Board Comments: None
 - ❖ Meeting Adjournment: 3:12 pm
- M/S/P: Ron/Courtney – 3-0

Board of Directors Meeting
January 8, 2014 1:30 pm

- ❖ *Call Meeting to Order: The meeting was called to order at 1:36 pm. The following members were in attendance. The following members were in attendance: Michael Mosher, Ron Schuman, Dave Rossi & Courtney Kenady. Jennifer McAtamney the association administrator was also in attendance.*
- ❖ *Approval of BOD Minutes for October & November*
 - M/S/P: Ron/Michael – 4-0*
- ❖ *Old Business: None*
- ❖ *New Business:*
 - *Finance*
 - *Approve bills and sign checks:*
 - ◆ *Review & approve actual to budget – Jennifer still wants to look closely things to make sure everything is properly categorized and check to make sure we have all of our 2013 expenses covered. Once finalized the board will approve the year end financials*
 - ◆ *Jennifer would like permission to mail out invoices to folks so they know where they are at based on the new increase in dues. We will also use it as a time to ask them again to update their information. The consensus was yes to do this.*
 - ◆ *Ron would like to get the financials earlier prior to our meetings – For next meeting Jennifer will send them out in advance with the agenda.*
 - *RFP for landscaping & irrigation: We will start with a template from 2013 routine and irrigation and prepare it to be sent out. We will also approach vendors to see if there could be any savings by engaging in a three year contract. The goal is to have this ready to distribute for February 15.*
 - *Snow plowing & Shoveling Review for the season thus far.*
 - *How are things going so far? We had issue with a complaint with snow stacking in the ROW. The snow was removed but we do want to remind folks that this area is a designated snow stacking area. If neighbors are upset please have them direct their comments to board members and Jennifer. We want to treat all neighbors consistently and fairly.*
 - *Brian spoke with the town about pushing snow across the street. They have allowed us to do this because they have a good relationship. Brian has also been working with the town to see if they can rip the pack out with the grader and charge the neighborhood for this work. Brian and Jennifer will work together on this. We would like to do this in January and minimize it for the remainder of the winter.*
 - *Courtney also commented that she really liked hearing the plow early. Brian has tried to be sensitive with this but it is helpful for keeping the pack down and getting the work done before folks are out driving on it. Dave also mentioned that he appreciated that Brian was starting in different alleys each time to spread the early plowing love and noise around.*
 - *There is a car parked for a number of storms on the Impatient alley parking. Jennifer will call the police.*
 - *Regarding new papers getting shredded as we heard from a neighbor recently. In the future we will suggest that folks who have their papers delivered request that they are dropped on porches to avoid this issue.*
 - *Goal setting and projects for 2014:*

- *Could we bring back beautification Day or Month? This would be a good opportunity to help people if we provide the paint and stain for their own homes. This could be done with little or no cost because we still have paint and stain from our last day stored in Mosh's garage.*
- *Ron suggested that we could also look at the putting together a flyer asking neighbors if they want to do the painting of green fences instead of paying someone.*
- *Do we have an Event calendar? We have a save the date area on the website. This typically includes: HOA meeting, garage sale & gold run rush....(Gold Run rush – 6/25/2014) We can also reach out to see if neighbors really want a second garage sale schedules. This is inexpensive as the ad only costs \$35.*
- *Another suggestion was for neighborhood picnic/celebration once the Rodeo picnic area is completed. This is part of the Lincoln Park application. If all goes well through planning and building it we can organize an opening picnic.*
- *Snow board features have been added to Central Park. This was not an HOA activity or project. Jennifer will contact the parties we believe to be responsible for these features and ask them to remove them. In the event they are not removed we will have them removed and the cost billed to the individuals who put them out there..*
- ❖ *Final Board Comments: none*
- ❖ *Meeting Adjournment: 2:39 pm.*
M/S/P: Michael/Courtney 4-0.