

Board Meeting

MINUTES

7/30/09

7:00 PM

MUNICIPAL BUILDING, ROOM C

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| MEETING CALLED BY | Valerie Krimmer |
| FACILITATOR | Valerie Krimmer |
| NOTE TAKER | Loraine Yoneda |
| BOARD ATTENDEES | Valerie Krimmer, Rob Mossel, Craig Stephens, Sandra Ray, Nick Revezzo |
| HOMEOWNER ATTENDEES | Rod Watts, Connie Corwin |
| ABSENT | Rick Marano. |

Agenda topics

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| DISCUSSION | Previous minutes were to be approved via e-mail, but there was some confusion about their approval. Rob suggested that the minutes should be distributed and approved at the meetings. Valerie initiated the motion to take this action; Sandra Ray seconded the motion. |
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1) Treasurer's Report

ROB MOSSEL

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| DISCUSSION | Dues are outstanding for 12 homeowners of which 4 owe for 2 years. This represents only 5 percent of the total. Lot 32 – House has been sold. Rob received a check for the outstanding dues. A lien has been placed on 175 Mornington Court. The house is a rental and is owned by Specialty Holdings. | | |
| CONCLUSIONS | Tim Kljun has agreed to represent the association in small claims court for \$25 an hour. Letters to homeowners will state that they will be responsible for paying the association representative at this rate in addition to the uncollected dues and court costs. | | |
| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE | |
| Check out Specialty Holdings and send a letter. | Valerie Krimmer | | |

2) Roadway Manager

CRAIG STEPHENS

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| DISCUSSION | New contractor Spalding Dedecker Associates Inc appointed to carry out roadway repairs following a competitive tender. Roadway survey completed by contractor. Monuments pressure washed. | | |
| | Sidewalks marked in green were not repaired, as these are considered to be within acceptable standards. Crack sealing to be carried out this year. Focus on Summit Pkwy and Glengarry Blvd. Relationship with contractor appears to be proceeding smoothly. | | |
| | There was a discussion about the cost savings of hiring Spalding, DeDecker and Associates to assess and supervise repair of the roads. Craig was commended by attendees for his work and dedication to roadway issues. | | |
| | <u>Budget:</u> Excess amounts for road repairs will be made up from reserves. Over the next few years, the reserve will be depleted, but as the dues rise, they will reach a level where they will be able to fully fund the road maintenance. | | |
| | Roads were swept and weed killer will be applied to the joint between road and curb | | |
| CONCLUSIONS | PRRMA will be trimming trees around stop signs in the near future. | | |
| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE | |
| Notify Valerie of dates for weed killer application | Craig Stephens | | |

3) Landscaping

VALERIE KRIMMER

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| DISCUSSION | The bill to repair damage caused by the theft of sprinkler apparatus is expected to be over \$4,000. Repairs were made and padlocks installed on the control boxes. A claim has been filed with the insurance company. There was discussion of what areas need to be watered. The entrances should be kept up, | | |
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| | and trees will be deep watered once a month. | |
| | The sycamore trees on the Glengarry islands were assessed by an arborist and found to have a fungus. Fertilization will improve the condition, and deep root fertilization will be done in early spring, which is the best time to fertilize sycamore trees. | |
| | An extra application at a cost of \$115 will be done to the Glengarry islands. More locks will be placed on the sprinkler system. Valerie suggested planting shrubs to hide the control boxes. Everyone agreed. | |
| | R & M quoted \$4,300 to plant 10 evergreens on the Cherry Hill berm. This was felt to be excessive. | |
| | Connie Corwin voiced concerned about the appearance of the evergreen trees at the Cherry Hill entrance. She said her husband would trim them for free. Valerie was concerned about liability and therefore declined the offer. | |
| CONCLUSIONS | | |
| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE |
| Contact Mike of R&M to get sprinkler schedule | Valerie Krimmer | |
| Check the landscaping contract to determine how often fertilization is to be done on sycamore trees. | Valerie Krimmer | |
| Contact Lucas and Crimboli nurseries for quotes to plant 10 evergreens on Cherry Hill berm. Connie Corwin's husband Donnie to accompany | Valerie Krimmer | |
| contact Mike of R & M to get a quote for trimming the trees at the Cherry Hill entrance | Sandra Ray | |

4) Board Member Status

VALERIE KRIMMER

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| DISCUSSION | Sandra Ray will be resigning in October. Rob Mossel would like to stay on the board as a member but thinks the treasurer's position should be rotated to someone else. | |
| CONCLUSIONS | | |
| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE |
| Post Board member vacancies in an e-mail to homeowners. | Valerie Krimmer | |

5) Condition Inventory

VALERIE KRIMMER

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| DISCUSSION | It is still unclear how to enforce bylaws and ensure homeowners handle issues with their property. | |
| CONCLUSIONS | The Board agreed to check with a lawyer | |
| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE |
| Get legal advise on the enforcement options available under the current by laws and associated legal costs | Valerie Krimmer | |

6) AOB

VALERIE KRIMMER

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| DISCUSSION | <i>Lights</i> - Connie Corwin asked about the possibility of having solar lights installed in the subdivision. Attendees thought this would be very beneficial. Craig said PRRMA would be responsible for installing the posts. | |
| | <i>Welcome package</i> – Connie Corwin suggested sending welcome packages to new residents. Although this idea was considered in the past, inability to identify new homeowners and the dates they move into the neighborhood thwarted attempts. | |
| | <i>Vandalism</i> – Connie Corwin talked about suspicious things she has observed in the neighborhood and said that we should communicate to homeowners the need to be vigilant about their and their neighbors' properties. | |
| | <i>Newsletter</i> – The next newsletter should go out via e-mail in November. A condensed newsletter will also be sent with the 2010 dues notice in December. | |
| CONCLUSIONS | | |

| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE |
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| Connie will do the research on types and costs of solar lighting | Connie Corwin | |
| Connie will contact Rick Marano about trying to come up with a way to identify new homeowners so that they can be sent a welcome pack. | Connie Corwin | |
| An article will be placed in the next newsletter on the topic of vandalism and encouraging homeowners to be vigilant. | Loraine Yoneda | |
| Produce next newsletter | Loraine Yoneda | |

7) Adjournment

VALERIE KRIMMER

| DISCUSSION | No further business the meeting closed at 8:25pm. | |
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| CONCLUSIONS | | |
| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE |
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| OBSERVERS | |
| RESOURCE PERSONS | |
| SPECIAL NOTES | |