

Minutes for the Lakewood Meadows HOA Board meeting on Tuesday, January 17<sup>th</sup>, 2017. Meeting was called to order at 6:00pm with Lisa Bishop presiding and recording minutes.

Attending : Board President – Kyle Johnson, Treasurer – Bob Cownie, co-Secretary – Lisa Bishop, co-Secretary Gail Tudman attempted to join meeting from Florida via Skype, but the wifi connection at the meeting location was unable to be accessed. Also attending from 6p-6:50p: Doug Finch, the Town of Canandaigua Director of Development and Jim Fletcher, the town of Canandaigua Highway and Water Superintendent . Arriving approx 6:15 and staying until 7:05: Andy Gajewski who will oversee the landscaping for the Board and will act as liaison between the Board and Perennial.

1. Verified with Doug Finch his understanding of the separate HOA's – Lakewood Meadows HOA and St. James Parkway HOA. Jeff Morrell had been quoted in a town meeting stating that these HOA's will eventually be merged. Doug Finch verified that his understanding was that the two HOA's are very different in scope and will always remain separate entities. The Board will follow up with Jeff Morrell regarding the meaning of his quoted statement.
2. Discussed Acorn Hill potential project with both Doug Finch and Jim Fletcher. Jim would like to replace the road and add gutters on each side along with cement sidewalk running the western length of Acorn Hill. There are many utility considerations, permissions to be granted and logistics to consider before this plan will come before the town board for approval. One or more of the entrance pillars may have to come down, but the HOA will retain possession of the materials, and the rebuilding of the pillars may be added into the cost of the road replacement.
3. Jim Fletcher asked if there would be any objection to the highway department removing the small triangular shaped areas of grass located in the road at the east and west end of the main traffic circle. This will make it easier for the plows to maneuver. The board had no objection.
4. Tree replacement slated for spring. Jim Fletcher reports that he does have tree replacement budgeted for this year for trees located along the roadways of Whitecliff and St. James. Twelve trees will be replaced. They will be of the same species. Discussion followed about possibility of different species, but Maples were in the original plan per Jim.
5. The "sink hole" at Quincy was discussed. Who is responsible to fill? Jim will follow up with Morrell Builders regarding this issue. The state of the trees at Quincy Circle along with where the responsibility lies for replacement was discussed.
6. Doug Finch commented on the darkness of the neighborhood and the possibility of forming a "lighting district". This would have to be neighborhood lead.
7. Concerns/problems regarding lower Rileys Run Circle were mentioned and Doug Finch asked that a copy of the list of problems be e-mailed to him. This will be done. This list has already been sent to Steve Rising (on 9/26) who replied that Gus would assess the problems.
8. Water district management was discussed. Lakewood Meadows HOA members will be charged a line item on their taxes to maintain the three ponds included in our water management district. St. James Parkway HOA members will have a line item on their taxes to maintain their two ponds. Doug Finch reported that after construction in the neighborhood is complete, Morrell Builders will be responsible to dredge the ponds before they can be "signed off".

Doug Finch and Jim Fletcher were thanked for their time, and they departed.

Andy Gajewski:

It was decided between Andy and Bob that Andy will receive all the invoices from Perennial. He will check them over, approve, and then pass them along to Bob to pay.

Any and all correspondence in the form of questions or concerns for Perennial will be funneled through Andy. Kyle will be Andy's contact within the HOA Board.

Andy and Kyle will take care of obtaining estimates for the work on the playground gazebo. Lisa and Andy will take care of the possible need for more soil at the playground and Lisa will place the soccer nets back on the goals in the spring – the playground committee has no leader, so the Board will monitor and manage the playground.

Hourly wage of 10.00 was decided for those workers that Lisa will hire to help with mulching in the spring. Anyone earning more than 600.00 will need a 1099 form.

For the remainder of the meeting only Kyle, Bob and Lisa were present.

Kyle will act as president and organize and lead any further meetings. Discussion followed concerning his duties as president. Some of his responsibilities include but are not limited to: placing liens, overseeing committee leaders, exploring options for enforcing restrictive covenants, composing letters or approving letters for neighborhood distribution.

Bob will manage the finances in the role of treasurer. Discussion followed concerning his duties as treasurer. Some of his responsibilities include but are not limited to: formulating a long term plan for HOA money, overseeing due collection, tax filing, paying bills and reimbursements, bookkeeping, reporting financials to the neighborhood.

Gail and Lisa will jointly act as secretary. Discussion followed concerning their duties as secretary. Some of their responsibilities include but are not limited to: maintaining an accurate list of the members, running the yearly election of board members, printing invoices and welcome cards, maintaining the e-mail list, sending and responding to e-mails, recording meeting minutes, maintaining and checking P.O. box, sending e-mail receipts for due payments.

Discussion was conducted on enforcing the by-laws, declarations and restrictive covenants. After some discussion of options it was decided that this issue would be tabled until Kyle did some research on some viable options for enforcement.

The tree planting for Sammy's Way was discussed. At the annual meeting there were some concerns voiced about placing trees in the Sammy's Way field. The concerns were discussed and considered by the board. This planting was requested by a Sammy's Way neighbor, and this neighbor has assured the tree committee that all neighbors living directly adjacent to the field are in favor of planting evergreens.

in the field. The money has already been budgeted within the tree committee budget and the plan will move forward in the spring without objection from the Board.

Committees without leaders were discussed. The playground committee was discussed above. The events committee was discussed. It was decided that Lisa Bishop will reach out to a neighbor who expressed an interest in the past to see if she would be willing to plan one event in summer or fall. If not a general e-mail will be sent asking for volunteers for the events committee.

Riley's Run Circle committee: it is hoped that once the circle is totally complete (problems fixed) that the neighbors living around the circle will assess the needs for the circle and report them to the Board. As noted above the Board has sent a list of the concerns/ problems with the circle to Steve Rising to be addressed hopefully in the spring. We as a neighborhood greatly appreciate the amenities and plantings added to the circle by the Morrell Builders.

The official office address for the Lakewood Meadows HOA is 5146 Park Meadow Lane which is the maintenance shed property. This property is owned by the HOA.

It was agreed the Board will meet on an as needed basis with another meeting potentially in early spring.

Meeting was adjourned at 8:20pm. Meeting minutes respectfully submitted by Lisa Bishop, Secretary.