

Carlson's Ridge Homeowners' Association.

Meeting Minutes: Board Meeting of September 16, 2013

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Present: B.O'Loughlin, B.Veley, J.Polito, A.Masini, A.Lachlan.

Kent Humphrey, REI

Also Homeowners : Joe & Lois Snow, Sam & Catherine DeLuca
and Tom Sprick.

Agenda Items:

Financial Review.

- a) Jim reported that our 2013 finances are in order and within Budget.
- b) Jim also reported that the fees from Homeowners for payment of the Bay Window Project are being paid promptly.
- c) The 2014 Proposed Budget was presented by Jim who explained the details of each Expense Category. There will be an increase of approx. \$10,000.00 over the Budget for 2013. This increase is primarily due to the increase in our Landscape/Snow removal Contract. Burke reported that we will also incur an increase of approx. 10% in the cost of our Insurance Coverage effective May 2014. As a result of these increases it will be necessary to raise the Common Charges from \$275.00 to \$295.00 effective January 1st 2014.

2) Operations Update.

Bill produced a list of the current work projects and explained the status of each one.

Bay Window Project. Three units have still to be completed, also some minor work such as edge trim and window sealing. A letter will be sent to the homeowners at #'s 23, 27 and 41 CRR who

opted out of the project. The letter will make them aware of their responsibility for any future repair.

Roof Repairs. Bill has a report on the condition of all roofs in the complex. Hilltop Construction have not supplied any estimates despite numerous requests. Bill is currently obtaining an estimate from Latty Construction for the necessary repairs. A sum of \$3000.00 is already included in the 2013 Budget for this work.

Transition from Frank's to Bruzzi Landscaping. Frank's have been paid through end of July and there has been no further contact with Frank's. The contract with Bruzzi is now in place for a period of 39 months. Bruzzi offered us an option to share a new snow blowing machine at a cost of \$1000.00. The Board approved this additional cost. Fertilizing by Lawn Doctor is also in place. One application in Fall 2013 and three applications in 2014(Early Spring, Late Spring and Fall).

General Repairs. Tree stumps from last Fall's tree cutting have been removed. Four homes with water and rot damage to the front/kitchen 'bump-out' areas have been repaired. The work on six homes with wrought iron hand rails has been completed. The rails have been sanded, primed and painted.

3) Sump Pump Request. A request for approval from the potential new owner of # 21 CRR to have a sump pump system installed in the basement area. Bill will contact Northeast Concrete(the original builder of the basements) to come in and determine if the cracks in the basement wall can be repaired and restored to a satisfactory condition.

4) The Board Meeting adjourned at 8.30pm.

5) The next meeting will be the annual Homeowners Meeting on 11/21/13.

September 23, 2013

John Di Leo
21 Carlson Ridge Rd
New Milford, Ct 06776

Mr. Di Leo,

The Board of the Carlson's Ridge Homeowners Association received a remediation proposal from you on Thursday September 12th, 2013. Upon receipt of further requested information and careful deliberation, **we have approved** your attached request.

We do further request that we receive a final installation schematic from the installing contractor highlighting the exact location of the underground water piping as well as the exact location of the 'Lawnscope Outlet'.

Please be aware that the ownership, future maintenance and repair/replacement of this system, including the external piping and terminating Lawnscope Outlet is the total

responsibility of the homeowner.

We appreciate your interest in the Carlson's Ridge Community.

Sincerely,

The Board of the Carlson's Ridge Homeowner Association

William J. O'Loughlin, President

Cc: Board Members

Attached: 3

To the Board of C

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