

# Carlson's Ridge Homeowners Association

c/o REI Property Management

## ANNUAL OWNER'S MEETING

October 28, 2015

New Milford Senior Citizen Center  
40 Main Street, New Milford, CT 06776

### ATTENDEES:

Board of Directors: Bill O'Loughlin - President; Terry D'Andrea – Treasurer; Alan Lachlan-Secretary; Angie Masini-Board Member

24 units were represented including four (4) proxies.

Representing REI Property and Asset Management: J. Kent Humphrey and Amanda Bernard.

Mr. O'Loughlin called the meeting to order at 6:35 PM and welcomed all who were in attendance.

### ROLL CALL/SIGN IN:

The Owner of Unit 43 made a motion to accept the sign-in sheet in lieu of a roll call. Unit Owner 39 seconded the motion. All present voted in favor of the motion.

### PROOF OF NOTICE:

Unit Owner 43 motioned to accept the meeting notice as presented, Unit 71 seconded the motion. All present voted in favor of the motion.

### READING OF THE MINUTES:

Unit Owner 43 motioned to waive the reading of the October 29, 2014 annual meeting minutes. Unit Owner 57 seconded the motion. All present voted in favor of the motion.

### REPORTS FROM OFFICERS:

#### OPERATIONS

B. O'Loughlin reviewed the status of the year-to-date projects and many community concerns including greater use of email communications, Board meeting procedures, insurance costs-loss assessment, trash, Spring Meeting, speed limit, care and the removal of trees, snow removal, asphalt and gutter repairs. Bill also discussed unit owner responsibilities relating to care and replacement of windows and shutters and deck power washing and painting.

Mr. O'Loughlin advised the community of several contractor changes due to the owner's health at P&T Tree and Landscaping Maintenance; Masterclean LLC is the preferred vendor for Power washing; A+ Home Improvement is the preferred gutter-cleaning vendor; and Hilltop Construction is replaced with A+ Home Improvement for general repair work.

Bill reviewed the operation portion of the proposed 2016 budget and noted insurance is projected for a 10% increase yet the Board through conscious efforts were able to maintain costs within budget constraints.

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## **ELECTION OF DIRECTORS OF THE EXECUTIVE BOARD:**

Angie Masini and Walter Terbrusch's terms expire December 31, 2015. A. Masini agreed to serve for another term while W. Terbrusch gave notice he would not seek another term. There were no nominations for the position vacated by Mr. Terbrusch. Unit Owner 73 motioned to close the nominations and approve the slate of nominees as presented; Owner of Unit 39 seconded the motion. All in attendance approved electing Angie Masini for another term leaving a vacant seat for the Board to fill later.

## **RATIFICATION OF BUDGET:**

B. O'Loughlin presented the 2016 budget in attendance and noted a modest increase of \$10 per month, per unit over 2015. The budget allows for the completion of the deck staining project, driveway repairs, and tree maintenance behind Carlson's Ridge Court.

Unit Owner 69 made a motion to ratify the budget as proposed. Owner of Unit 39 seconded the motion.

Prior to voting Unit 43 requested to amend the budget seconded by Unit 8 proxy to include an additional \$5 (increase to \$15) to be added to the deferred maintenance account. The proposal was defeated. Two in favor 26 no against.

A vote on the 2016 proposed budget with a \$10 increase was unanimously passed.

## **OLD/NEW BUSINESS:**

Unit 8CRW stated the Book Club was progressing and those interested should contact Nettie McKenna.

Unit 8CRW welcomed Tony and Ellen Abatemarco, and peter and Helene Van Houten as the newest members of the community.

Unit 8CRW expressed the Board and community's appreciation for the work the Garden Club has performed during the past year.

## **ADJOURNMENT:**

Unit 31 made a motion to adjourn the meeting at 8:02 PM. Unit 69 seconded the motion. All present voted in favor of adjourning the meeting.

Respectfully Submitted,

REI Property Management – recording the minutes

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Meeting Dates for 2016 are as follows:

April 6, 2016	Board of Directors
April 20, 2016	Homeowners Meeting
June 7, 2016	Board of Directors
September 7, 2016	Board of Directors
November 10, 2016	Board of Directors
November 16, 2016	Annual Meeting

All meetings are conducted at 6:30 PM in the Richmond Room at The New Milford Senior Center located at 40 Main Street, New Milford, CT.

All Members are invited to attend the open session of the Board of Directors meeting.