

Carlson's Ridge Homeowners' Association

Minutes: Board Meeting of November 16th, 2017

Present: A. Masini, R. Macklin, J. Oxton, T. D'Andrea,
Kent Humphrey, REI

Also present - Homeowners: Catherine DeLuca, Sam DeLuca, Lois
Snow, Joe Snow, Linda Sprick, Tom Sprick,
Nancy Macklin

Meeting was called to order at 6:30pm.

As first order of business, attending homeowners were asked if they were bringing any issues to the Board. Catherine DeLuca mentioned that Bruzzi's men were stepping over the fence behind units 39 & 41 to dump brush. Catherine asked if that was a liability to us if one of the workers were injured. Jack and Angie stated that Bruzzi has liability insurance and we would not be liable.

OPERATIONS UPDATE

PROJECTS COMPLETED:

Several roofs were repaired.
All lampposts were painted.

UPCOMING PROJECTS:

Deck Staining Project – 24 decks

Vendor: Painter Joe Cullen (H)-203-746-5907; (C)-203-885-4260
Total painting project cost \$9900. Half \$4950 in 2018, half \$4950 in 2019.
Power washing must be done prior - \$100 each unit. Total project \$7350.
Split cost with homeowners – assess each unit \$200 (total \$4800),
remaining cost to association of \$2550.

- 1) Master Clean to be contacted to power wash the decks prior to painting.
- 2) Schedule Joe Cullen in June-July

Decks are as follows: CRR 21, 23, 26, 27, 37, 39, 41, 43, 45, 47, 51, 53, 55,
57, 59, 73, 75, 77, 79, CRW 2, 4, 6, 8, 10, 12.

It was noted that the painting is done every two years. These units were previously painted in 2014 at the cost to homeowners of \$195.

Walk Around Evaluation – done in spring

- 1) Asphalt repair to driveways and roads (10-12 CRCT may need full replacement)
- 2) Concrete repairs – 16 CRCT (Snow) will need repair.
- 3) Winter damage resulting from snow removal.
- 4) Inspect for any peeling paint on entrances of homes, posts, bilco doors.
- 5) Tree trimming not to be scheduled until July – trees should have been fully bloomed and ground hard – allow for only 1.5 days of trimming.

AUDIT

The state recommends that an audit be performed every five years. The next audit will be done in 2018. Advance Reserve Solutions performed the last audit.

NOTE: the minutes from the Board Meeting held on September 19, 2012 show the audit was done by J. R. Wolff & Co. The reserve analysis was done by Advance Reserve Solutions.

A discussion ensued on what needs to be taken out of the reserve for future analysis. Money should not be appropriated for decks, vinyl siding, garage doors and underground piping. Siding is considered under normal maintenance and the other items are not the association 's responsibility.

BRUZZI UPDATE

The final fall cleanup will be done before Thanksgiving. It was decided by the Board to leave this date as is.

Monthly, the snow loader will be moved around to different areas of the community and parked in available car parking spaces this winter.

Terry will find out when the reflectors will be installed by Bruzzi for this winter season.

GUTTER CLEANING

Gutter cleaning is scheduled to begin on November 27th. Jack may delay this start if there are a large number of leaves still on the trees by this date.

FINANCIAL REPORT

BUDGET vs. PROJECTED

Expenses are within guidelines and on track for 2017 year-to-date. The 2018 Common Charges will be increased by \$10 from \$310 to \$320 to offset the following: the estimated cost of audit; the shared deck staining project; an increase in insurance premiums for increased liability coverage.

The 2018 budget was presented to the Board and ratified by all members.

CD's

There are two CD's, one coming due the end of December and second coming due the middle of January that will be moved to a CD giving 1.4%. These are for thirteen months.

NEW BUSINESS

NEXT MEETING

The annual Homeowners' meeting will be held in the Library on December 5th.

INSURANCE VOTE

On October 23, the Board met with Richard Herrington of Nicholas Tobin Insurance. During the meeting, the Board voted to: a) increase the current two million dollar umbrella policy to five million and b) raise the deductible from five thousand to ten thousand.

COMMON INTEREST OWNERSHIP ACT (CIOA)

Kent informed the Board that the CIOA was revised in 2010 by the State. The Association should consider looking at its governing documents and revise to be in sync with the state documents.

The cost would be approximately \$5000 to \$8000 and the revised documents would need to be approved by 61% to 65% of the homeowners.

The Rule regarding collections for delinquencies should be put into the rules and bylaws. The change on Capital Contribution collection was put into the bylaws and recorded with the town previously in 2006.

The Board decided not to pursue this project at this time.

DISCUSSION ITEMS –A question arose from resident Tom Sprick unit #31 regarding the roof leaks.

Jack explained the roofing issues resulting in leaks inside three units: All of these homes have a dormer window which did not have an ice or snow barrier. All three roofs have been fixed and the cost paid for by the Association.

Also asked if there were appropriations for unplanned repairs:

There is a line item in the budget for Miscellaneous Maintenance and Repairs. The 2018 budgeted amount is \$2500.

The Board Meeting adjourned at 7:14pm.