

BIRCH RUN PHASE II- HOA MINUTES

September 22, 2020

In Attendance: Bill Noonan, Sean Kane, Susan Clare, Fil Fina, John Essig, Dean Higgins and Dick Heffern. John Safford- Edgewater.

Approval of Minutes- Motion to approve by Fil and second by Dean. All approved.

Treasurer's Report- Sean Kane: July Financials- Cash- \$11,813.17 and Ending Balance-\$14,193.01. It was noted that the insurance check was allocated between the HOA and SD. Motion to approve by Dick and second by Fil. All approved.

August Financials - Cash-\$14,193.01 and Ending Balance-\$11,648.88. All bills are current. Motion to approve by Dick and second by Dean. All approved.

Manager's Report- John Safford reported that County Waste has been performing appropriately. Sirianni's had a trash can replaced. It also was reported that there were no complaints concerning Cleveland Bros. service.

Current Business- Painting- there was an extended discussion of painting that will be done by Tim Powell in June and July of 2021. Six units at 2, 4 and 6 Birch Run and 21, 23 and 25 Saratoga Circle will be painted. These units will be billed for the painting in January 2021. Letters will be sent to the six owners informing them of the painting and the need for inspections before painting is done. Follow-up letters will be sent in March reminding owners of the need to have prep work done before painting can be done.

Tree Maintenance- Fil explained that he, John Essig and Dick Heffern had walked through Phase II to identify the street trees that are the Association's responsibility. A drawing identifying the trees will be provided to the Board and placed on the website.

New Business- Fil reported that his next door neighbor, Joe Carbornaro would be renting his unit. Fil asked John Safford to make sure that Mr. Carbonaro understands that Phase II has a lease agreement form that must be used.

John Safford noted that Diana Villanueva had reported that there was a crack in her driveway. It was suggested that John send Ms. Villanueva an email explaining that the crack in the driveway was the responsibility of the owner.

Motion to adjourn by Fil and second by Sean. All approved.