

Morgan Street Birch Run Homeowners Association Phase II, Inc.

HOA

Monday, January 9, 2017

6:07pm

Attendance: Dean, Sean, John, Teddy, Bob, Bill, Tracy

**Minutes of the October:** Motion to accept minutes Bob, Teddy second, all approved.

**Treasurer's Report – Bill D 'Agostino**

**September 2016 Financials:**

Corrected version given out by John Safford.

Cash on Hand: \$25,950.99

Ending Balance: \$15,054.94

Motion to approve Bob, Teddy second, all approved.

**October 2016 Financials:**

Cash on Hand: \$15,054.94

Ending Balance: \$11,335.06

Last Painting payment made.

Motion to approve Financials Bob, Teddy second, all approved.

**November 2016 Financials**

Cash on Hand: \$11,335.06

Ending Balance: \$9,195.17

**December 2016 Financials:**

Cash on Hand: \$9,195.17

Ending Balance: \$6,108.21

Nov and Dec YTD totals are balanced but line items need to be corrected. John will make corrections and run a spreadsheet for the whole year to verify YTD totals.

Motion to approve Bob, Teddy second, all approved.

**2017 Preliminary Budget**

Reduced HOA dues from \$265 to \$255. Bill removed "*Insurance D/O*" from SD and put on the HOA budget.

Motion to accept once title changed from "Preliminary" to "Final" Teddy, Sean second, all approved.

**Manager's Report by John Safford:**

- **HOA Financials:** All bills current. One assessment not paid in 2016 and John's working on collecting. Budget distributed.
- **Grounds:** No complaints with the numerous small storms. Cleveland and John have a notification plan that's working well.
- **Exterior Painting letter** sent to 1-9 Saratoga Circle and payment due by April. No change in the pricing. Tim Powell will perform inspections of each property soon.

## Old Business:

- **Exterminators**- Board requested John to get a group rate. The rate will be shared with homeowners **however** homeowners will not be obligated to participate.
- **Casella Contract:** Garbage bill increased. Dick reviewed contract and Casella has the right to increase fees along the way. John called Casella and they won't negotiate. Casella contract expires end of 2017. John contacted Waste Management however they are higher than Casella. Board asked John to get quote from County Waste.
- **Mailboxes:** Maxwell/John will be responsible for notifying homeowners on the mailbox specifications if homeowners want to paint or purchase stencils.

### Mailbox Specifications – as of 1/20/2017

#### Stencils

Numbers should be	1.5"
Last Name should be	1"
First letter of last name <b>CAPITAL</b>	1"
rest of last name <b>LOWERCASE</b>	1"

#### Sherwin Williams Paint

Jeff Sheridan purchased paint on June 4, 2016 under order#145293

<b>Custom</b> color name	Mailbox Beige Egg-shell, pro-industrial acrylic interior/exterior
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- **Paving & Street Cracks**- John will contact Don's Sealcoating in the spring to fill in all the cracks he missed in fall 2016.  
Motion to approve Don's Sealcoating Dean, Teddy second, all agreed.
- **Street Lights**- John will request RPQ to switch street lights to LED. Board agreed we should do all LED at one time.
- **Hospital Project:** Dean had no news to report and hasn't heard from Matt Jones.

## New Business:

Edgewater 5 Year Contract for HOA:

Accepted as written. Motion to approve Bill, Teddy seconds, all approved.

Next Meeting Monday, February 20<sup>th</sup> – 6pm.

Motion to adjourn Bob, Teddy Second, all approved.

Morgan Street Birch Run Homeowners Association Phase II, Inc.

**Special District**

Monday, January 9, 2017

7:20p

Attendance: Dean, Sean, John, Teddy, Bob, Bill, Tracy

Motion to accept Minutes of the October 2016 meeting

Motion to approve Bob, Sean second, all approved.

**Treasurer's Report – Bill D 'Agostino**

YTD totals are balanced for Nov and Dec but line items need to be corrected. John will make corrections and run a spreadsheet for the whole year to verify YTD totals.

**October 2016 SD Financials**

Cash on hand: \$17,135.06

Ending Balance: \$28,434.87

Expenses: Sealcoating and Light work was done during October. Don needs to come back in to hit all the spots he missed.

Motion to approve Financials Tracy, Bob second, all approved.

**November 2016 SD Financials**

Cash on hand: \$28,434.87

Ending Balance: \$23, 567.39

Motion to approve Financials Bob, Sean second, all approved.

**December 2016 SD Financials**

Cash on hand: \$23, 567.39

Ending Balance: \$17, 265.63

John will remove "D&O" from Insurance line since Special District has no coverage

Motion to approve Financials Dean, Bob second, all approved.

**2017 Budget**

Change "preliminary" to "Final Budget"

Motion to approve Sean, Tracy second, all approved.

**Manager's Report: John Safford**

- **Grounds:** No complaints. Cleveland did a great job on fall cleanup.
- **Toilets:** John asked the board to send a reminder to homeowners on what **NOT** to flush down the toilets. Dean will provide letter/flyers he received from Connie in Phase I and give to Tracy and she will put together a flyer. This flyer will be sent from Dean to homeowners. John delivered a key to Stone so they can access the lift stations for periodic pumping.

- **Electrical:** Our electrical charges went up considerably in the last three months so John contacted Spa Electric to investigate. They have recently gone down to normal but he's still trying to confirm what could have caused it. Bill asked John to contact National Grid. LaPlante, Lift Station Specialist, suggested the need to replace floats in the back lift station. Price:

(5) Floats \$73.00 ea = \$365.00 + Float Bracket - \$60.00 + Labor\$135/hr (2 men) = \$560  
Motion to Approve 5 floats at \$560 Dean, Bob second, all approve.

- **Hand hole-** a sink hole like depression has appeared on BR property around a damaged looking electrical box adjacent to Dickstein property. It presents a potential danger and is unsightly. John is speaking to National Grid to determine who is responsible for repairs. Our electrician is also involved in review. John to report back to board.

#### Old Business:

- **Insurance:** Board asked John to get quotes from other insurance companies.

#### New Business:

- **Edgewater Contract:** Motion to approve Bob, Bill second, all approved.
- **Kane's Water Agreement & Water Bill:** Sean and Dean for BR signed a memo of understanding dealing with the maintenance of water lines serving the berm which run over the Kane property. John will retain the memo for our records. The Kane's and Birch Run will execute a full agreement capable of being filed with the County Clerk should the Kane's place the unit on the market. Birch Run paid the Kane's water bill for the water lines. Bill and Sean will sort through the bill to determine BR's share of bill and make necessary adjustments. Bill D will report back. Bill and Sean will contact Sunshowers and the city to discuss charges.

Next meeting: Monday, February 20<sup>th</sup> Dean Higgins

Motion to adjourn Bob, Bill second, All in favor.

7:55p