

Morgan Street Birch Run Homeowners Association Phase II, Inc.

HOA

Monday, October 16, 2017

6:00p

Attendance: Bob Doran, Dean Higgins, Dick Heffern, Fil Fina, Tracy Riley, Teddy Foster, Bill D'Agostino, Sean Kane, Mary Carr, John Safford/Edgewater

Motion to Accept Minutes of the Sept 18, 2017 meeting Bob, Dick second, all approved.

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

**September 2017 HOA Financials**

Cash on Hand: \$8,041.07

Ending Balance: \$10,660.29

Motion to accept September financials: Dick, Mary seconds, all approved

- Bill suggested going to electronic banking. New process will still require John to email PO w/invoice for approval and two approvals: one from Board Treasurer, Bill (or Dean/Teddy) and John. Bill and John will schedule a meeting with Adirondack Trust to set up electronic system.  
Motion to go to electronic banking Bill, Teddy second, all approved.
- Presentation of 2018 Budget Draft: Bill and John will discuss and email before next board meeting in November.

**Manager's Report:**

- **Cleveland Bros:** Fall applications of herbicides and fertilizers completed and currently doing fall clean up. No complaints to date. Board requested John to arrange a meeting on a Friday so board members can walk the property. Board would like to do this in fall and in spring. Dean will solicit questions from homeowners.

**Old Business:**

- **Apartments:** Dean has a call into Patti Breault to schedule a meeting. Connie will attend as well.
- **Leaf Bags:** Dean will send out an email to homeowners on where to place leaf bags. Connie will notify Phase I.
- **Signage at entrance:** Dean spoke with Connie and Phase I agreed to update signs next spring.
- **Marking Utility boxes:** Sean, Bill and Tim will purchase 6' blue markers and place around BR Phase II utility areas.

**New Business:**

- **Sandra Graff Architectural/Landscaping application:** Would like permission to use James Hardie Plank Select Cedermill Lap Siding on her chimney, with 4-1/2" reveal and painted with the same paint as the remainder of the house. This material is non-combustible, mold/insect resistant and has a longer life than cedar siding plus it doesn't have to be painted as often. The grain is so similar to cedar it's hard to distinguish the difference. Architectural Committee approved; Board approved and Dean will notify her. A copy of her application is on file at Edgewater and T. Riley. Motion to approve Sean, Teddy, all approved.
- **Review of Architectural/Landscaping application form:** With respect to review process. The board confirmed homeowners must complete the Architectural & Landscaping application and file with Edgewater in order to commence the review process. Edgewater will scan and email the Architectural Committee. The Architectural Committee will review and email the Board a copy of the application **after it has been reviewed and signed** by the Architectural Committee showing whether the application was approved or denied. The homeowner will be informed by the Architectural Committee of the *decision in writing* and a copy of the application signed by the committee should be mailed or emailed to the homeowner. The **original** signed application will be kept by Edgewater and a copy will be scanned and emailed to BR secretary. The owner will have 30 days to appeal from the date the owner is notified of the decision. HOA documents will be updated to reflect this language.

Next meeting November 20, 2017

Motion to adjourn Bob, Bill seconds, all approved.

7:20p

Morgan Street Birch Run Homeowners Association Phase II, Inc.  
Special District  
Monday, October 16, 2017

7:20p

Attendance: Bob Doran, Dean Higgins, Dick Heffern, Fil Fina, Tracy Riley, Teddy Foster, Bill D'Agostino, Sean Kane, Mary Carr, John Safford/Edgewater

Motion to Accept Minutes of the September 18, 2017 meeting Fil, Bob second, all approved.

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

**September 2017 HOA Financials**

Cash on Hand: \$23,954.14

Ending Balance: \$26,379.30

Motion to accept financials Teddy, Dick second, all approved

Bill suggested going to electronic banking. New process will still require John to email PO w/invoice for approval and two approvals: one from Board Treasurer, Bill (or Dean/Teddy) and John. Bill and John will schedule a meeting with Adirondack Trust to set up electronic system. Motion to go to electronic banking Bill, Teddy second, all approved.

Presentation of 2018 Budget Draft: Bill and John will discuss and email before next board meeting in November.

**Manager's Report – John Safford**

- **Financial:** All bills current. SC7 is behind and SC30 is delinquent.
- **Quarterly pumping:** Stone Industries has completed their quarterly pumping of the pump stations. We've had no problems with clogged pumps since we started this process. However it is very important we keep reminding the residents they need to restrict what gets flushed.
- **South Collins Terrace Pump Station:** Is fully up and running. The second pump has been rebuilt and a 110 electrical outlet has been installed. Mahoney Alarm Company is aware of the 110 unit and continues to monitor the status of the pump.
- **LaPlante:** Is suggesting a replacement of the float platform at the South Collins Terrace station. The cost would be approx.. \$400. Board would like John to request a FULL assessment of Pump Stations and report back.
- **Insurance:** The insurance policies have been moved from Nationwide to Philadelphia. Edgewater expects a return of premium of approx. \$600.
- **Hand Hole:** Kevin Cleveland has agreed to look at the hand hold and make recommendations.

**Old Business:**

- **Creating Ad Hoc Committee to review assessments with City:** Messages left w/John Franke's office to schedule a meeting to discuss SD D/O coverage and taxes.

**New Business:**

- **Procedures for obtaining quotes, proposals and contracts from vendors:** John provided Board with outline. Board will be review and discussed at November meeting.
- **Sunshowers:** Paid for fall/spring. Sean Kane isn't concerned about reimbursing them for water bill. He will notify Sunshowers when to drain the lines.
- **Website:** Sean met with Edgewater. No username/password required. Site used for minutes, homeowner rules/bi-laws, architectural/landscaping application form, announcements. Financials and personal information will NOT be listed. Homeowners have option to make HOA/SD payments. Once website is ready, Sean will write homeowners with features and solicit comments. A vote was called and it was approved unanimously. Motion to approve \$500 set up fee and \$25/month fee.

Next meeting Monday, November 20, 2017

Motion to adjourn Teddy, Bob second, all approved.

7:50pm

Respectfully Submitted by Tracy Riley