

**MINUTES OF MEETING
POND PLACE ASSOCIATION, INC.
BOARD MEETING
AUGUST 26, 2019
AVON ROOM, TOWN HALL**

POND PLACE ASSOCIATION, INC. BOARD OF Directors

Present: Domenic A. Zacchio, President
Charles Wall, Vice President
John Williams, Governor
Kimberly J. Lazich, Secretary
Christopher Rossetti, Governor
Mitch Uzwack, Governor

Absent: Susan Jansen, Treasurer

Also present Michael Famiglietti, Property Manager

Domenic A. Zacchio convened the POND PLACE ASSOCIATION meeting at 7:00 pm.

MINUTES OF PREVIOUS MEETING

Mike Famiglietti is to forward Minutes of June 2019 meeting to Board for review.

TREASURER'S REPORT

The Board reviewed the Financial Report for the month ending 7/31/19 for Pond Place Association, Inc. The following items was noted:

- In an effort to provide a truer and more accurate figures, the association's income and expenses will be booked per month, as opposed to spreading out over a 12-month period. This change in internal bookkeeping will provide a more accurate picture of the association's finances.

Mr. Famiglietti reported that the Association currently has \$23,697.11 in the TD Bank operating checking account; and other assets totaling \$53,919.02 for total assets of \$77,616.13.

The Accounts Payable report shows cash disbursements of \$4,000.

Mr. Famiglietti reviewed the Accounts Receivable Report for the benefit of the Board. Currently there are approximately 12-unit owners still showing an outstanding balance for 2018. If not paid, these accounts will be turned over to the Association's attorney for collection.

Following a brief question and answer period, the Board accepted the July 2019 Financial Statement as presented.

OLD BUSINESS

- Breakaway Gate - CM Property will be removing the existing fence between Pond Place and Rt. 44 with a new Breakaway Emergency Gate. The completion of this project is anticipated by mid-September.
- Chain Link Fence - CM Property will be cutting and removing 8' sections of the chain link fencing in the back of Arrowhead and at the top of the hill by the convenience mart to allow access for the removal of debris. The completion of this project is anticipated by the end of August.
- Shed – The shed by the tennis court will be removed in September. Rebuilding will take place shortly thereafter.

NEW BUSINESS

- CM Property was directed to obtain a quote for the repair of the flower box located by the front entryway.
- It was noted that the landscapers are cutting back flower bulbs when trimming trees and shrubs. This will prevent flowers from blooming. CM Property was directed to speak with the landscaper regarding pruning of the flowering trees and shrubs.
- State Forestry Department – Gloria Urbano will be scheduling a meeting on-site in the near future. The meeting date will be sent to the Board upon scheduling.
- It was noted that the following signs are crooked and need straightening:
 - Small light post approaching turn-around near Rte. 44 gate
 - Stop sign at corner of Pond Place and Nuthatch across from Clover Circle
 - 20 mph sign on Pond Place just beyond its southern intersection with Pond Place
 - Speed hump sign when entering Pond Place on the north side of Pond Place near its intersection with Pond Circle/w Court.

Upon a motion Dom Zacchio made, seconded by Mitch Uzwack and carried, CM Property Management was directed to straighten the crooked signs as noted throughout the property:

PUBLIC COMMENT

- A unit owner commented on how nice the path looks. It was indicated that the stairs and handrails need to be repaired on the other path by the tennis court area.

Mike Famiglietti responded advising that this repair will be addressed when the removal of the shed is completed in this area.

Following further discussion, it was noted that along the stretch of this path, the bridge is eroding and is a walking hazard. A better engineered solution correcting the footings needs to be considered as opposed to a temporary repair. CM Property was directed to obtain quotes and present to the Board for review.

- A unit owner inquired as to whether the Association is enforcing the No commercial vehicle parking rule and trash container rule. Mike Famiglietti advised that the rule is still in force and those owners who are not in compliance will receive violation letters.
- In response to a unit owner inquiry regarding the pink trash barrel being continually left out, CM Property Management will follow up with the Board via email.
- A unit owner reported two dead pine trees at the intersection of Pond Place and Gray Pine Commons.

There being no further business to come before POND PLACE ASSOCIATION meeting, the President adjourned the meeting at 7:44 pm.

Respectfully submitted,
Mike Famiglietti, CPM

**MINUTES OF MEETING
POND PLACE TAX DISTRICT
BOARD MEETING
AUGUST 26, 2019
AVON ROOM, TOWN HALL**

POND PLACE ASSOCIATION, INC. BOARD OF DIRECTORS

Present: Domenic A. Zacchio, President
Charles Wall, Vice President
John Williams, Governor
Joseph Barry, Assistant Treasurer
Kimberly J. Lazich, Secretary
Christopher Rossetti, Governor
Mitch Uzwack, Governor
Gary Gianinni, Governor

Absent: Susan Jansen, Treasurer

Also present Michael Famiglietti, Property Manager

Domenic A. Zacchio convened the POND PLACE ASSOCIATION meeting at 7:45 pm.

MINUTES OF PREVIOUS MEETING

Mike Famiglietti is to forward Minutes of June 2019 meeting to Board for review.

TREASURER'S REPORT

The Board reviewed the Financial Report for the month ending 7/31/19 for Pond Place Tax District Association, Inc. The following items was noted:

- In an effort to provide a truer and more accurate figures, the association's income and expenses will be booked in two lump sums effective in July and December, as opposed to spreading out over a 12-month period. This change in internal bookkeeping will provide a more accurate picture of the association's finances.

Mr. Famiglietti reported that the Association currently has \$92,318.73 in the TD Bank operating checking account; Capital Reserve Trust Fund of \$182,205.47 and other assets totaling \$777,116.22 for total assets of \$1,051,640.

Mr. Famiglietti reported that the transaction for 2018/19 Capital Expenditure Projects for \$15,000 was never transferred from the LPL to the Operating Checking Account. The funds were put into CD's. The transfer to make this correction will take place in the fall once the CD's have matured.

Mike Famiglietti reviewed the Accounts Payable report for the benefit of the Board.

- Landscape Services will be approximately \$22,000 over budget due to the Spring Clean Up Services which required the debris to be packed, carted and removed from the property. This line item increase should be taken into consideration during the 2020 budget review.

Mr. Famiglietti reviewed the Accounts Receivable Report for the benefit of the Board. Those owners who have not paid will be turned over to the Association's attorney for collection.

Following a brief question and answer period, the Board accepted the July 2019 Financial Statement as presented.

OLD BUSINESS

- Crack Sealing on Main Road – Mr. Famiglietti reported that Brite Line Paving will begin crack sealing and painting stripes and speed bumps throughout the property in the near future. It is anticipated to take 2-3 days to complete this project.

NEW BUSINESS

- Curbing around islands – Following discussion concerning broken curbing around numerous islands throughout the property, CM Property was directed to obtain a quote to change the curbing to Cape Cod curbing for one island and report back to the Board for consideration. This type of curb provides a more continuous, low profile curb which will prevent broken curbing from happening.

PUBLIC COMMENT - NONE

There being no further business to come before POND PLACE ASSOCIATION meeting, the President adjourned the meeting at 8:03 pm.

Respectfully submitted,
Mike Famiglietti, CPM
