

**MINUTES OF MEETING
POND PLACE ASSOCIATION, INC.
POND PLACE TAX DISTRICT
February 27, 2017
Avon Room, Avon Town Hall**

POND PLACE ASSOCIATION, INC. BOARD OF GOVERNORS

- Present: Domenic A. Zacchio, President
- Charles Wall, Vice President
- Carol Glider, Assistant Treasurer
- Christopher Rossetti
- John Williams
- Absent: Joseph Barry, Treasurer
- Kim Lazich, Secretary

POND PLACE TAX DISTRICT BOARD OF DIRECTORS

- Present: Domenic A. Zacchio, President
- Charles Wall, Vice President
- Carol Glider, Assistant Treasurer
- John Williams, Clerk
- Susan Jansen
- Christopher Rossetti
- Amber Jones
- Absent: Joseph Barry, Treasurer
- Kimberly Lazich

Also Present: Richard Markham, Property Manager; Shelly Sundie, Accounting Resources, Inc.; Bev Drees, 3 Jay Court.

The President convened POND PLACE ASSOCIATION at 7:00 p.m.

MINUTES OF PREVIOUS MEETING

It was moved and seconded that minutes of Jan. 23, 2017 be accepted as submitted. Motion carried.

TREASURER'S REPORT – S. Sundie

Ms. Sundie reviewed the twelve page Financial Management Reports for both the Association and Tax District. Activities were well within normal budgeted range.

Q: There is a payment of \$180.00 to TD Bank. What is that for?

A: Safe deposit box.

Q: Do you now have all the information you need regarding Land Lease accounts?

A: Yes.

Q: Does everyone get a 1099 form/letter?

A: No, not required by law because it is under the \$600.00 threshold.

Comment: Board members thought it might be a good idea to institute 1099 letters starting next year.

Q: Do you have a customized file for Pond Place with names, addresses, phone numbers, email numbers?

A: Not yet; it is "in the works."

Q: Can interest income from Land Lease Account be "swept" into short-term financial products?

A: D. Zacchio will discuss with Joe Barry, Treasurer; also will investigate what Town of Avon does and report.

MANAGER'S REPORT – filed with minutes

- ✓ Requests for resale documents continuing, but does not necessarily signify sales.
- ✓ All delinquent accounts in hands of attorney.

OLD BUSINESS

- ✓ Status of 2 Pond Place. Bank owns this deteriorating property which is an eyesore. Bank cannot continue to let this property worsen and should be contacted.
- ✓ Status of Rubbish Barrels. Problem is complicated because different companies have different pick-up days. Nevertheless, barrels need to be removed from curb within 24 hrs. of pick-up.

NEW BUSINESS

- ✓ **It was moved and seconded that since we no longer have a Tot Lot, language referring to it in "Rules & Regulations" should be deleted. Motion carried.**
- ✓ Dog Waste. This situation has become an intolerable problem. Website and newsletter will mention.
- ✓ Walkway to Big Y. Who is responsible for snow removal? R. Markham will follow up with landscaper/snow removal contractor who has an obligation to do this.

WEBSITE – J. Williams

- ✓ 850 visits/month for last several months.

There being no further business to come before POND PLACE ASSOCIATION, the President adjourned the meeting at 7:50 p.m.

Respectfully submitted,
Kimberly Lazich, Secretary
By F. Stahl

The President convened POND PLACE TAX DISTRICT at 7:51 p.m.

MINUTES OF PREVIOUS MEETING

It was moved and seconded that minutes of Jan. 27, 2017 be accepted as submitted. Motion carried.

TREASURER'S REPORT – see Association

MANAGER'S REPORT – filed with minutes

- ✓ Interim Street Light Poles. Bases have been installed.

OLD BUSINESS

- ✓ Mailbox Design and Upgrade. Current designs too complicated and costly. R. Markham will send existing design proposals to Board for review and will look for another vendor.

NEW BUSINESS

- ✓ Nuthatch Light Pole is Bent. Probably hit by snowplow.
- ✓ General Clean-up After Snowplow? Yes, will be scheduled.
- ✓ F. Stahl, Recording Secretary. Has requested replacement as she will be moving out of state. D. Zacchio will inquire about recording secretaries used by Town of Avon, and A. Jones will post job description on Facebook.

PUBLIC COMMENT - none

There being no further business to come before POND PLACE TAX DISTRICT, the President adjourned the meeting at 8:28 p.m. The next regular meeting will be Monday, March 27, 2017, 7:00 p.m., in the Avon Room.

Respectfully submitted,
John Williams, Clerk
By F. Stahl

March 2017 Manager's Report – Association

1. Home Inspections;
 - more inspections and notices out for applications and compliance;
2. Building Guide-
3. Design Review Committee
4. Collection Policy.
 - See ARI reports
 - Referrals to collection attorney
5. Resales-
 - 2 Pond Place
6. Financial Reports-
 - in ARI reports
7. Other-
 - Draft Proposed Budget 2017-2018 per Finance Committee

March 2017

Manager's Report – Tax District

1. Legal Issues
 - Receivables referred to collection attorney;

2. Common Area Maintenance
 - added mid-sized light poles on Nuthatch and 2 on September Way;
 - re-design for mailbox enclosure being drafted, proposals being sought;

3. Snow Removal/Lawn
 - high piles and banks removed to allow for safe sight lines and in case of further accumulations with no place to put

4. Financials-
 - see ARI reports;
 - much of budgeted work in Landscaping and Maintenance already done; some are capital projects that can be adjusted from reserves

5. Other
 - draft proposed 2017-2018 budget per Finance Committee