

**MINUTES OF MEETING
POND PLACE ASSOCIATION, INC.
BOARD MEETING
JULY 22, 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 Uzwick, Governor

Absent: Susan Jansen, Treasurer

Also present Michael Famiglietti, Property Manager

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

OPEN FLOOR

Officer Reardon – Report

- Officer Reardon explained the law with regard to the crosswalk near the firehouse. He advised that the law states vehicles are to yield to pedestrians and bikers are to follow vehicle rules. It was noted that the crosswalk might not be located in the best place as quite a few of people are not aware of how Pond Place is set up.
- An owner inquired as to whether a tagged bear had been apprehended twice and then euthanized? Officer Reardon responded that he was unaware of this. He indicated that normally the female bears are tagged for breeding purposes. No inference should be drawn because bears are tagged.
- Officer Reardon closed his report by noting that owners should keep an eye on neighbors during this time of year because of the heat.
With no further items to report, the Board thanked Officer Reardon for his time.

- Petition to Board of Directors – A petition was submitted for Board consideration to include acceptance of trim boards to be used wherever vertical cedar siding touches the roof, over sheds, at the bottom of dormers, and where chimneys touch the roof and further, to “grandfather in” the homes where trim board has already been placed. Following discussion, the consensus of the Board was that the Association’s Guidelines were not followed as a modification request was not submitted for the installation of trim boards, which do not architecturally meet the Association’s standards. In conclusion and following additional discussion, it was the consensus of the Board to table this item and to meet with the Architectural Review Committee to evaluate the petition and come to a decision on this matter.

MINUTES OF PREVIOUS MEETING

Upon a motion by Kim Lazich, seconded by Mitch Uzwack and unanimously carried, the Minutes of the April 29, 2019 Meeting were approved as written.

TREASURER'S REPORT

The Board reviewed the Financial Report for the month ending 6/30/19 for Pond Place Association, Inc. The following items were noted:

Mr. Famiglietti reported that the Association currently has \$2,064.02 in the TD Bank operating checking account; and other assets totaling \$64,174.99 for total assets of \$66,239.01.

On page 19 of the Financial Statement, Mr. Barry inquired as to why Pond Place Association owes \$15,968.40 to the Tax District Association. Mr. Famiglietti is to research this transaction and report back to the Board.

The Accounts Payable report shows no outstanding payables.

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

- Mr. Famiglietti reported that notices will be sent out on a quarterly basis, as opposed to semi-annually in an effort to improve collections.

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

MANAGEMENT REPORT

- Weed Control - JH Services installed mulch and river stones around lights which look good. However, there are problems with grass and weeds growing on and through cracks in driveways. The contractor will be onsite to spray herbicides to eradicate existing weeds.
- Weed Control/Landscape Contract - In follow-up to the above issue with weeds, it was the recommendation of the Board that preen/pre-emergent treatments should be done in Spring to prevent weeds from growing. CM Property Management was directed to meet with the Contractor to review the Landscape Agreement to ensure that these treatments will be done next Spring.
- Curbing Repair – Mike Famiglietti reported that the curbing repair has not been completed to date. The Board directed CM Property to provide JH Services with a deadline date of the first week in August to complete the curb repair project.
- PFD Road Repairs – Due to inclement weather, the seal crack repair project has been on hold. The project will be scheduled once there is a long enough dry spell to perform work.
- Bright Line Striping - Line painting will be completed once the roadway crack sealing is finished.

- Mailboxes – All mailboxes have been stained with the exception of four. The project will be completed by the end of this week. The bridge will be stained the same gray to match the Trex.
- Fencing – CM Property will be removing the existing fence between Pond Place and Rt. 44 and replace with a new fence which will be painted and re-enforced and wheels installed underneath the base to hold the majority of the weight.
- Two (2) Modification requests were submitted in the month of June.
- Mike Famiglietti reviewed the violation letters that were sent out in June.

OLD BUSINESS

- 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.
- Sewer Oder - In response to a Board Member question concerning results of the testing for the sewer odor in the vicinity of Nut Hatch Way, Mr. Famiglietti reported that an engineer had tested the system with negative results. One of the homes on Pond Circle had trouble with the sewer main line being blocked, which is a homeowner responsibility to repair. It was also indicated that the smell could be coming from iron mold in the ponds which puts off a sulfur smell during hot weather. No additional action is being taken.
- Closing Date Quote - Mr. Famiglietti is to follow-up with Attorney McChristian as to the status of his quote to obtain the original date of closing for each unit within the Community and report back to the Board with his findings.
- Pond Place Association Website - John Williams reported that June Website visitors totaled 1,828.

NEW BUSINESS

- State Forestry Service – Dom Zacchio recommended that the Association consider an assessment of how to care and nurture the forest area belonging to the Association. He indicated that the assessment could be performed by the State Forestry Service at no cost to the Association and if there is some value and some trees can be harvested there might be funds to beautify the stream area. **Upon a motion by Mitch Uzwick, seconded by John Williams and unanimously carried, the Board authorized Mr. Zacchio to contact the State Forestry Service and schedule the assessment as recommended.** Mr. Zacchio will report back on his findings at the next meeting.

PUBLIC COMMENT

- A unit owner inquired as to whether the Association is enforcing the No commercial vehicle parking rule and trash container rule. Mike Famiglietti will follow-up and report back to the Board via email.
- 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.

- An owner expressed her concern with regard to how payments are processed. She noted that she sent in her taxes 3 weeks ago and the check has not been cashed. Mr. Famiglietti responded that the bookkeeper normally deposits checks twice a week. He indicated that the delay could have been a result of slow mail delivery and the bookkeeper just returned from vacation today.

There being no further business to come before the POND PLACE ASSOCIATION meeting, the President adjourned the meeting at 8:20 pm.

Respectfully submitted,
Mike Famiglietti, CPM

**MINUTES OF MEETING
POND PLACE TAX DISTRICT
BOARD MEETING
July 22, 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 Gianini, Governor

Absent: Susan Jansen, Treasurer

Also present Michael Famiglietti, Property Manager

Domenic A. Zacchio convened the POND PLACE ASSOCIATION meeting at 8:20 pm.

MINUTES OF PREVIOUS MEETING

Upon a motion by Kim Lazich, seconded by Mitch Uzwack and unanimously carried, the Minutes of the April 29, 2019 Meeting were approved as written.

TREASURER'S REPORT

The Board reviewed the Financial Report for the month ending 6/30/19 for Pond Place Tax District Association, Inc.

Mr. Famiglietti reported that the Association currently has \$4,667.20 in the TD Bank operating checking account; Capital Reserve Trust Fund of \$181,953.97 and other assets totaling \$736,419.86 for total assets of \$923,041.03.

The following items were noted:

- Page 11 – Major Maintenance Project – Includes some landscape contract expenses which will be moved out of this line item prior to King & King’s audit.
- Page 12 – Other Expenses – Transfer to Land Lease – Mr. Famiglietti is to pull the transaction for the (\$23,715) expense for Board clarification.

Mike Famiglietti reported no outstanding payables for the month of June 2019.

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. CM Property Management will send notices on a quarterly basis, as opposed to semi-annually in an effort to improve collections.

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

OLD BUSINESS - NONE

NEW BUSINESS - NONE

PUBLIC COMMENT - NONE

There being no further business to come before POND PLACE TAX DISTRICT ASSOCIATION meeting, the President adjourned the meeting at 8:40 pm.

Respectfully submitted,
Mike Famiglietti, CPM
