

**MINUTES OF MEETING
POND PLACE ASSOCIATION, INC.
POND PLACE TAX DISTRICT
March 28, 2016
Avon Room, Avon Town Hall**

POND PLACE ASSOCIATION, INC. BOARD OF GOVERNORS

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

Absent: Carol Glider, Assistant Treasurer

POND PLACE TAX DISTRICT BOARD OF DIRECTORS

Present: Domenic A. Zacchio, President
Charles Wall, Vice President
Joseph Barry, Treasurer
John Williams, Clerk
Kimberly Lazich
Christopher Rossetti
Susan Jansen
Nancy Bancroft

Absent: Carol Glider, Assistant Treasurer

Also Present: Richard Markham, Property Manager; Officer Reardon, APD; Tony Zema, 12 Gray Pine Common; Bev Drees, 3 Jay Court; Janet Clark, 5 Raven Circle.

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

MINUTES OF PREVIOUS MEETING

It was moved and seconded to accept the minutes of Feb. 22, 2016 as submitted. Motion carried.

TREASURER'S REPORT – J. Barry

- ✓ Accounting Contract. D. Zacchio and J. Barry prepared RFPs, interviewed, and evaluated several accounting firms to take on this responsibility previously provided by the Property Manager. **It was moved and seconded to engage Accounting Services, Inc., Glastonbury, CT, at a cost of \$625.00/month to perform accounting duties commencing July 1, 2016. Motion carried**

2016-2017 ASSOCIATION BUDGET

It was moved and seconded to accept the Association Budget as recommended by the Finance Committee. Motion carried. The new Association fee will be \$115.00. J. Barry thanked the committee comprised of Dom Zacchio, John Williams, Carol Glider, Charles Wall and himself.

OFFICER REARDON REPORT

- ✓ A reminder that house numbers need to be easily visible. Also, this is the time for increased wildlife activity, so be watchful.

MANAGER'S REPORT - complete report filed with minutes

5 Raven Circle Window Replacements – J. Clark

Although the situation has been resolved, Ms. Clark believes there is a lingering misunderstanding between what the Building Guide implies and what the Design Review Committee requires regarding the trim color and make of acceptable windows. She also noted that Pond Place has many other non-standard problems to contend with that, in her opinion, are more important than her issue. However, she thanked the Board for its efforts on behalf of Pond Place. The Board restated that any work whatsoever begun at Pond Place requires an application to, and approval from, the Design Review Committee.

WEBSITE REPORT – J. Williams

February visitors totaled 805; March to-date is 681.

OLD BUSINESS – none

NEW BUSINESS – none

PUBLIC COMMENT – none

There being no further business to come before POND PLACE ASSOCIATION, the President adjourned the meeting at 7:32 p.m.

Respectfully submitted,
Kimberly Lazich, Secretary
By F. Stahl

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The President convened POND PLACE TAX DISTRICT at 7:33 p.m.

MINUTES OF PREVIOUS MEETING

It was moved and seconded to accept the minutes of Feb. 22, 2016 as submitted. Motion carried.

TREASURER'S REPORT – See Association

MANAGER'S REPORT – complete report filed with minutes

- ✓ New Lighting: See full report under "Capital Improvements."
- ✓ Mailboxes: Jeff Williams, a master carpenter, has taken over for Tim Duntz. He is working on sketches for a shingled, shed-type enclosure that would protect mailboxes and packages from the elements. This might be the ideal, low-tech solution.

TAX DISTRICT BUDGET

It was moved and seconded that the Tax District Budget in the amount of \$314,265.00 be recommended to the Pond Place Annual Budget Hearing, with a correction regarding the allocation of income: "Miscellaneous" in the amount of \$500.00 should be moved to "Finance Charge" in the same amount. Motion carried.

CAPITAL IMPROVEMENTS – D. Zacchio

- ✓ Repaving: After much research, D. Zacchio found a highly reputable company willing to repave Pond Place main roads at a very favorable price. **It was moved and seconded that D. Zacchio be authorized to execute a contract with Galasso Materials, LLC, East Granby, to repave Pond Place main roads for an estimated cost of \$172,640.00, as per proposal, to commence asap after May 1, 2016. Motion carried.**
- ✓ New Lighting: **It was moved and seconded that new lighting be installed throughout Pond Place, including pathway lighting, during FY 2016-2017. The replacement lights will be according to the consensus reached by the Board and Property Manager. Motion carried.**

OLD BUSINESS - none

NEW BUSINESS – none

PUBLIC COMMENT – none

ANNUAL BUDGET HEARING – Wednesday, May 18, 2016, 7:00 p.m., Avon Room

ANNUAL MEETING – Monday, May 23, 2016, 7:00 p.m., Avon Room

There being no further business to come before POND PLACE TAX DISTRICT, the President adjourned the meeting at 8:08 p.m. The next regular meeting will be Monday, April 25, 2016, 7:00 p.m., in the Avon Room.

Respectfully submitted,
John Williams, Clerk
By F. Stahl