

**MINUTES OF MEETING
POND PLACE ASSOCIATION, INC.
BOARD MEETING
MAY 24, 2021
VIA ZOOM MEETING – DUE TO COVID-19 PANDEMIC**

POND PLACE ASSOCIATION, INC. BOARD OF DIRECTORS

Present: Charles Wall, President
Mitch Uzwick, Vice President
Sue Jansen, Treasurer
Gary Gianini, Governor
Christopher Rossetti, Governor
John Williams, Governor
Austin Patenaude, Governor

Absent: None

Unit Owners Present: Judy Larkin, Ann Costello, Steven Shimkowitz, Dana Gilbert, Amy Thall & Michael Desilets, Beverly Dees, Amber Jones.

Present: Michael Famiglietti, Property Manager and Phil Mahler, Property Manager

Charles Wall convened the POND PLACE ASSOCIATION meeting at 6:31 pm.

POND PLACE ASSOCIATION VOTING RESULTS:

The following are the mail in voting results from the Pond Place Association Annual Meeting held on May 17, 2021:

OFFICERS & GOVERNORS:

- 26 Unanimous Votes Received:

Susan Jansen
Mitch Uzwick
Austin Patenaude

MINUTES OF PREVIOUS MEETINGS

Pond Place Association Board Meeting Minutes – April 26, 2021

Upon a motion by Sue Jansen, seconded by Mitch Uzwick, and carried the Minutes of the March 29, 2021, Meeting were approved as amended with the following changes:

- Page 1, Treasurer's Report, Second Paragraph – Strike paragraph.

TREASURER'S REPORT:

The Board reviewed the Financial Statements that were provided for the month ending 4/30/21 with the following comments being made:

- Mike Famiglietti indicated that the balance sheet is out of balance by \$10,602.00. CM Property Management has reached out to Jane at King and King for correction. A corrected report is anticipated to be sent to the Board by week's end.
- Charles Wall requested Board consideration to fund \$11,200 for the Northington Meadow Engineering Study and Emergency Management Plan during this fiscal year. Following discussion, upon a motion by Charles Wall, seconded by Chris Rossetti and unanimously carried it was moved to have Pond Place Tax District contribute \$11,200 to Northington Meadow to move forward in completing the necessary Engineers Study and Emergency Management Plan to bring Northington Meadow into compliance with State and Town requirements.

MANAGER'S REPORT:

- Spring Clean-Up
 - JH Services has cut back the vegetation by the pond.
 - The concrete has been repaired by the dam.
 - Spring clean-up has been completed by JH Services. Mulch is being installed on the common area beds and pea gravel installation to follow mulching is completed. Completion date anticipated around June 15th.

OLD BUSINESS:

None

NEW BUSINESS:

- Pond Place Building Guide - Paint Colors – The Board entered a discussion concerning the outdated list of paint colors included in the Pond Place Building Guide and problems being encountered with owners submitting modification requests. Chris Rossetti has agreed to draft a new guideline which will substitute the existing color chart and require paint swatches to be submitted with each request for Board review. In the meantime, owners will be requested to forward a paint swatch with each modification request and the Design Review Committee will approve applications on a case-by-case basis.
- Website - Charles Wall recommended that the Board consider digitizing the Association's Documents so they may be periodically edited, as necessary. It has also been suggested that the Request for Modification be updated so it can be completed and submitted online for processing. No action was taken.
- Design Review Committee Members – The Board discussed the need to add a third member to the Review Design Committee. Charles Wall recommended Gary Gianini, who has agreed to serve on the Committee. It was suggested that the Board consider adding a non-board member to the Committee. Following discussion, it was indicated that the Committee will take the suggestion into consideration, but in the meantime, the interim Committee will consist of Charles Wall, Chris Rossetti, and Gary Gianini.

OTHER:

- None

PUBLIC COMMENT:

- Michael Desilets suggested that the Board consider continuing zoom meetings as opposed to in person meetings. Following discussion, the Board agreed to take the recommendation under consideration. No action was taken.
- Beverly Drees inquired as to whether the Association has considered approving the installation of man-made vertical siding. It was noted that this topic had been investigated in the past, with the Board voting to re-affirm the use of cedar siding.
- Amy Thall noted that she agreed with the suggestion that the third member of the Design Review Committee be a non-board member resident.
- Dana Gilbert agreed with the suggestion that the third member of the Design Review Committee be a non-board member resident.

Upon a motion by Chris Rossetti, seconded by Mitch Uzwick and carried, the meeting adjourned at 7:26 p.m.

Respectfully submitted,
Mike Famiglietti, CPM

**MINUTES OF MEETING
POND PLACE TAX DISTRICT
BOARD MEETING**

May 24, 2021

VIA ZOOM MEETING – DUE TO COVID-19 PANDEMIC

POND PLACE TAX DISTRICT, INC. BOARD OF DIRECTORS

Present: Charles Wall, President
Mitch Uzwick, Vice President
Sue Jansen, Treasurer
Gary Gianini, Director
Christopher Rossetti, Director
John Williams, Director
Austin Patenaude, Director
Amber Jones

Absent: None

Unit Owners Present: Judy Larkin, Ann Costello, Steven Shimkowitz, Dana Gilbert, Amy Thall & Michael Desilets, Beverly Dees.

Present: Michael Famiglietti, Property Manager; Phil Mahler, Property Manager.

Charles Wall, President, convened the POND PLACE TAX DISTRICT meeting at 7:27 p.m.

POND PLACE TAX DISTRICT VOTING RESULTS:

The following are the mail in voting results from the Pond Place Tax District Association Annual Meeting held on May 17, 2021:

OFFICERS & DIRECTORS (8 MEMBERS TOTAL)

Christopher Rossetti, President
Gary Gianini, Vice President
John Williams, Clerk
Susan Jansen, Director
Mitch Uzwick, Director
Charles Wall, Director
Amber Jones, Director
Austin Patenaude, Director

One write-in received.

BUDGET VOTE:

- 2% increase to the Pond Place Tax District Budget:

44 Approved

6 Do Not Approve

CONTRACT APPROVALS:

- Renew Landscape and Snow Removal Contract with JH Services

46 Approved

4 Do Not Approve

- Replacement of Rotted Out and Fallen Privacy Fence on Northern Property Perimeter by Walsh Fence

50 Approved

0 Do Not Approve

POND PLACE TAX DISTRICT ORDINANCE AMENDMENT:

48 Approved

2 Do Not Approve

MINUTES OF PREVIOUS MEETINGS

Pond Place Tax Association Board Meeting Minutes – April 26, 2021

Upon a motion by Mitch Uzwack, seconded by Gary Gianini and carried, the Board approved the Minutes of the April 26, 2021, meeting as written.

TREASURER’S REPORT

Mike Famiglietti reviewed the Financial Report for the month ending April 30, 2021 and answered questions for the benefit of the Board.

- Chris Rossetti requested explanations of the following line items under cash disbursements for the month of April:
 - Clarification on the \$9,915 Tree Removal and Branches and \$31,869.70 Pick Up Sticks/Debris/Dumping expenditures. Mike Famiglietti responded that both expenses are associated with Spring Clean-up. Chris Rossetti requested that in the future expenditures relating to Spring Clean-up be marked as Spring Clean-up because it could be confused as tree removal.
 - Clarification on the \$1,438.93 Repair Washed Out Patch expenditure. In response, Mike Famiglietti explained that this expenditure included a combination of quite a few areas that were washed out and caused trip hazards which were repaired with blue stone and raked, additional tree pushback from vegetation, additional repairs, and lighting repairs along the pathway.
 - Clarification on Land Lease Payoff of \$1,328.50. In response, Mike Famiglietti responded that this line item includes payments to Ford & Paulekas, LLP relating to land lease payoff, Stub Pond inquiries and foreclosure and collection expenses.

MANAGER'S REPORT

- Violation Spreadsheet – Mike Famiglietti reviewed the Violation Spreadsheet for the benefit of the Board. Chris Rossetti indicated that this should be included under Pond Place Association business and not the Tax District.
- JH Services Contract – A 5-year contract at a locked rate of \$115 per year has been negotiated with JH Services. This negotiation will result in a substantial savings to the Association over the course of the 5-year contract.
- Fencing Contract – The fencing contract has been approved. Mike Famiglietti will forward the contract to Charles Wall for signature. CM Property was directed to notify the neighboring areas prior to the removal and installation of the new fence. Mike Famiglietti is to meet with Chris Rossetti to review the areas needing trash/tree/branch cleanup prior to the new fence being installed.

OLD BUSINESS

- Signage – Signage at the dam at the Rt. 44 access gate will be installed this week.
- Waterline Opinion – CM Property Management will follow up with Attorney Jeff McChristian on the status of his opinion letter regarding waterline repair responsibility.

NEW BUSINESS

- Refuse Removal – Chris Rossetti provided the follow updates regarding the Communitywide Trash Removal initiative:
 - It is now possible for residents to request a 35-gallon trash barrel. John Williams will update the trash removal option form on the website to include the 35-gallon trash barrel option.
 - The announcement regarding the Communitywide Trash Removal Initiative has been mailed. Those owners who want to opt out of the trash removal service may do so by signing, dating, and returning the form. Unit owners opting out will receive a \$250 credit on their dues account for the upcoming fiscal year. Those residents choosing not to participate in the Community Trash Initiative may opt in at the next fiscal year, not the current fiscal year.
- Comments – Refuse Removal:
 - Austin Patenaude asked if there is anyway to prevent someone from using 3rd Party Service Provider? Chris Rossetti responded it was his intention to offer a resolution for Board review and approval.
 - Gary Gianini thanked those residents providing owner comments over the past few months relating to the trash initiative.
 - A unit owner asked if a fair number of residents opting out of the service, would it jeopardize the contract. Charles Wall advised that this has been discussed among the Board, but there is no way to know until all trash removal option forms are received.
 - Michael Desilets asked why the annual Association common fee increased by \$265 and those opting out of trash service are only getting a \$250 credit? Chris Rossetti responded by indicating that the Proposed Budget for Pond Place Association includes other increases besides the trash

initiative. The assumption was the trash initiative equates to \$20/per month, per unit for an annual cost of \$250 per unit.

- In response to unit owner inquiry, it was noted that the current Pond Place Annual Common Fee is \$425 per month. The Board will be meeting to revisit this matter upon receipt of all trash removal option forms.

PUBLIC COMMENT

- In follow up to earlier discussion regarding paint modifications, A unit owner indicated that residents should be cautioned when hiring paint contractors on premise. Following discussion it was noted that unit owners should be alerted to utilize only licensed and insured contractors on property.
- In response to a unit owner inquiry regarding the possible installation of a playground, Charles Wall responded by indicating that the Association is planning to develop over time a recreation area near the tennis court. However, due to budgetary issues from this past year and attempting to keep the budget costs down, the Board has decided to defer any further development for the recreation area until 2023 fiscal budget year.

There being no further business to come before POND PLACE TAX DISTRICT ASSOCIATION meeting, the President adjourned the meeting at 8:05 p.m.

Respectfully submitted,
Mike Famiglietti, CPM
