

**MINUTES OF MEETING
POND PLACE ASSOCIATION, INC.
BOARD MEETING
FEBRUARY 22, 2021
VIA ZOOM MEETING – DUE TO COVID-19 PANDEMIC**

POND PLACE ASSOCIATION, INC. BOARD OF DIRECTORS

Present: Charles Wall, President
Susan Jansen, Treasurer
Mitch Uzwack, Vice President
Gary Gianini, Governor
Christopher Rossetti, Governor
John Williams, Governor

Absent: Kimberly Lazich, Secretary

Unit Owners Present: Bev Drees, Elizabeth Torrey, Judy Larkin

Present: Michael Famiglietti, Property Manager

Charles Wall convened the POND PLACE ASSOCIATION meeting at 6:32 pm.

MINUTES OF PREVIOUS MEETINGS

Pond Place Association Board Meeting Minutes – January 25, 2021

Upon a motion by Gary Gianini, seconded, and carried the Minutes of the January 25, 2021 Minutes were approved with the following amendments. Mitch Uzwack abstained from voting:

- Page 1 –Add unit owner last name – Claire “Henderson”.
- Change Northington Meadows to Northington Meadow throughout Minutes. It was noted that “Meadow” is singular.
- Page 2 – Other – Correct the spelling of bocci to bocce.

TREASURER’S REPORT:

- Sue Jansen indicated that the changes she requested were not included in the 1/31/21 Financial Statement. Mike Famiglietti reported that the corrections were made in the February report, but he will have corrections made reflective to the January report as well. CM will provide an updated and corrected Financial Statement to the Board.

MANAGER’S REPORT:

- Pond – The pond is open and iced over now. The vegetation will be cut back in the Spring.
- Tennis Court – Mike Famiglietti reported that he had met with Ray Brodeur, 7 Jay Court, to evaluate the need to install an additional 200’ of 4X4 wood around perimeter of the fencing around the base of the tennis court to prevent tennis balls from leaking out under the fence. Following discussion, upon a motion by Charles Wall, seconded by Sue Jansen and approved, the Board authorized an

- expenditure not to exceed \$350 to purchase and install the appropriate amount of 4X4 pressure treated wood to complete the project.
- Snowplow Contract - CM Property was directed to provide the Board with hard copies of the current contract for JH Property Services; the new proposal for JH Services and the additional proposal received for review.
 - CM was directed to include replacement gravel in the Snow Contract RFP for those areas that are scraped by the snowplow.
 - Finance Committee – It was agreed that the Finance Committee would schedule an Organization Meeting within the next few weeks to begin the budget process. CM was directed to provide a breakdown of vendors from 2019 through current, broken down annually from July 1st through June 30th, as well and the most recent fiscal year to date.

OLD BUSINESS:

- Northington Meadow Insurance Update – Mike Famiglietti provided the Board with an update on the review of Northington Meadow insurance policies:
 - COI - CM Property is in the process of trying to obtain an all-inclusive Certificate of Insurance to include Pond Place Association, Pond Place Tax District and Northington Meadow as additionally insured on the COI.
 - D&O Insurance - CM Property is working with Bakker Insurance in trying to obtain D&O Coverage for the Northington Meadow Board. CM was advised by Bakker Insurance that questions will arise concerning dam inspections, engineer reports and DEEP reports, etc. Once the engineering inspection is performed and information as to the condition of the dam received, Bakker Insurance can start the process of obtaining D&O insurance.
 - Bridge Coverage - Bakker Insurance is exploring coverage for the bridge, however, washout coverage is excluded. Bakker is exploring the option for an insurance rider; however it may be likely that the Board will need to consider self-insuring. Mike Famiglietti will keep the Board apprised.
 - Signage – The Board entered a discussion regarding the installation of a Private Property, No Trespassing, Authorized Personnel Only sign to prevent people swimming and fishing. It was noted that as Northington Meadow is a non-profit the public may have right to access. CM Property Management was directed obtain Attorney McChristian’s legal opinion as to whether this type of signage can be posted. Chris Rossetti recommended that Attorney McChristian check when the Northington Meadow documents were drawn up if there something in the Documents noting Northington Meadow holds title for open space, but not for recreational purposes, or is their verbiage in the Documents that cannot be reversed to make it obligatory that the public has access to the land.
- Bocce Court – Gary Gianini suggested that considering the timetable for installation, the Committee should provide CM Property Management with its sketches, etc., so that proposals may be obtained for the installation of the bocce court.

NEW BUSINESS:

- None

OTHER:

- Violation Tickler System – At the request of Chris Rossetti, CM Property will provide a copy of the violation tickler system being developed for Mr. Rossetti’s review.

PUBLIC COMMENT:

- Judy Larkin inquired as to the status of the roof repair for the home on Morningside Drive where the tree fell on the Roof. Mike Famiglietti responded that the owner is actively working to get the roof repaired, however, due to snow and inclement weather the contractor has not been able to complete the roofing repairs due to safety conditions.
- Elizabeth Torrey inquired about a letter she received from Holmes Services pertaining to waterline coverage. Mike Famiglietti advised that the letter Ms. Torrey was referring to was offering coverage for repair of the individual waterlines. He advised that repairs for waterlines that feed from the main waterline shut off valve from the street leading to individual homes are the homeowners responsibility to repair. Following discussion, the Board directed the following:
 - CM Property Management was directed to contact Avon/CT Water to obtain an “As Built” document or plan showing where main waterline shut-off valves are located.
 - Contact Avon/CT Water to obtain the water company’s obligations pertaining to waterline repair.
 - Contact Avon/CT Water to find out if there is available coverage for repair to waterlines that feed from the homes to the mainline water-shut-off valve.
 - Check with Bakker Insurance to find out if there is an option to include coverage for the repair waterlines that feed from the main waterline shut-off valve from the street to each individual home.

Meeting adjourned at 7:20 p.m.

Respectfully submitted,
Mike Famiglietti, CMPM

**MINUTES OF MEETING
POND PLACE TAX DISTRICT
BOARD MEETING
FEBRUARY 22, 2021
VIA ZOOM MEETING – DUE TO COVID-19 PANDEMIC**

POND PLACE TAX DISTRICT, INC. BOARD OF DIRECTORS

Present: Charles Wall, President
Mitch Uzwack, Vice President
Susan Jansen, Treasurer
Gary Gianini, Director
Christopher Rossetti, Director
John Williams, Director

Absent: Kimberly Lazich, Secretary

Unit Owners Present: Bev Drees, Elizabeth Torrey, Judy Larkin

Present: Michael Famiglietti, Property Manager

Charles Wall, President convened the POND PLACE TAX DISTRICT meeting at 7:21 p.m.

MINUTES OF PREVIOUS MEETINGS

Pond Place Tax Association Board Meeting Minutes – January 25, 2021

Upon a motion by Gary Gianini, seconded by Sue Jansen and carried, the Board approved the Minutes of the January 25, 2021 meeting with the following amendments.

- Page 1 – Add unit owner last name – Claire “Henderson”.
- Change Northington Meadows to Northington Meadow throughout the Minutes. It was noted that “Meadow” is singular.

TREASURER’S REPORT

Mike Famiglietti reviewed the Financial Report for the month ending January 31, 2021 and answered questions for the benefit of the Board.

- Sue Jansen indicated that the changes she requested were not included in the 1/31/21 Financial Statement. Mike Famiglietti reported that the corrections were made in the February report, but he will have corrections made reflective to the January report as well. CM will provide an updated and corrected Financial Statement to the Board.
- In response to Chris Rossetti’s inquiry concerning a \$727.46 refund to 12 Laurel Lane, Mike Famiglietti indicated that the home sold, and the refund was a credit on the unit owner’s account. The old owner was reimbursed, and the fees were applied to the new owners account.

- In response to Chris Rossetti’s inquiry regarding a CPM invoice for \$620.57 for pathway lighting, Mike Famiglietti reported that repairs were made due to vandalism on 2 or 3 occasions. CM will provide a copy of the invoice to the Board.
- Following discussion concerning the CM Property Management \$95 collection fee, CM was directed to provide a 2-year comparison of fees charged and paid by the Association, compared to those reimbursed to the Association at the time of attorney collection for outstanding fees.

MANAGER’S REPORT

None

OLD BUSINESS

- Northington Meadow – Mike Famiglietti reported that he has reached out to the Thomas Engineering Firm and advised that the report will be needed for insurance purposes and requested that they schedule a date for an inspection as soon as possible.
- Tree Removal – In response to Board inquiry regarding unit owner removal of tagged trees which are deemed a danger, Mike Famiglietti indicated that the violating owners are being fined and if the trees are not removed the Association will have the trees removed and charged back the violating unit owner.
- Memorial Bench for Joe Barry – Following review of information provided to the Board from Chris Rossetti, the Board agreed with recommended installation of a prefabricated concrete bench. Mr. Rossetti will finalize the cost of installation to include a stainless-steel plaque and provide to the Board for approval it the next meeting.

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 7:45 p.m.

Respectfully submitted,
Mike Famiglietti, CPM