

**MINUTES OF MEETING  
POND PLACE ASSOCIATION, INC.  
BOARD MEETING  
JUNE 28, 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, Amy Thall & Michael Disilets, Claire Henderson, Amber Jones, Bill Sage, Jonathan Day.

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

Charles Wall convened the POND PLACE ASSOCIATION meeting at 6:34 pm.

**MINUTES OF PREVIOUS MEETINGS**

Pond Place Association Board Meeting Minutes:

Upon a motion duly made, seconded and carried the Minutes of the 5/24/21 Board Meeting were approved as written.

John Williams noted that the Annual Meeting Minutes for the 5/17/21 meeting have been posted on the website for information only. The Annual Meeting Minutes will not be formally approved until the next Annual Meeting.

**TREASURER'S REPORT:**

Mike Famiglietti reviewed the Financial Statements that were provided for the month ending 5/31/21 with the following comments being made:

- In response to Austin Patenaude's inquiry, Mike Famiglietti clarified that the credit balance under Account #12000 Association Dues Receivables represents the adjustment made by King & King to correct the error on the 4/30/21 Balance Sheet.
- Sue Jansen indicated that she is not satisfied that the auditors adjustment is accurate because the account includes taxes and fines. Ms. Jansen requested evidence from King & King showing the basis of their adjustment, which was not received. Following discussion, Heather of CM Property Management will coordinate a meeting with King & King, Sue Jansen, Austin Patenaude, and any other Board member who wishes to attend to discuss this matter.

- Upon finalization of the audit, CM Property Management will coordinate an Audit Results meeting with King & King to provide the Board an opportunity to review the audit and ask questions.

**MANAGER’S REPORT:**

- Mike Famiglietti advised that Phil Mahler is transitioning into handling the day-to-day operations of Pond Place to provide better support to the Pond Place Community.
- Mike Famiglietti and Phil Mahler will meet with Gary Gianini during the upcoming week to review management procedures pertaining to Pond maintenance.

**OLD BUSINESS:**

- Bridge Report - CM Property Management was requested to return the original copy of the Bridge report to Gary Gianini.
- Northington Meadow Pond/Dam Update – In response to Mitch Uzwack’s inquiry, Gary Gianini indicated that the Engineering Inspection Report, Emergency Report, and Inundation Report should be completed mid to late July and will be forwarded to the Town and State per DEEP requirements.

**NEW BUSINESS:**

- Election of Officers – Upon a motion by Charles Wall, seconded by Sue Jansen and carried the following Officers and Governors were elected to the Pond Place Board of Governors effective July 1, 2021:

Christopher Rossetti, President  
 Gary Gianini, Vice President  
 John Williams, Secretary/Governor  
 Sue Jansen, Treasurer/Governor  
 Charles Wall, Governor  
 Mitch Uzwack, Governor  
 Austin Patenaude, Governor

- Trash Removal/Recycling Contact – The Board entered a discussion concerning the upcoming Trash and Recycling Initiative. It was indicated that upon receipt of the completed Trash Initiative Preference Forms from the community, less than the agreed amount of 180-unit threshold opting into Paine’s service agreement was received. It was indicated that 41-unit owners opted out of the trash initiative, and 44 units did not respond. Those that did not respond will default into the trash initiative program. Charles Wall presented an addendum to the Trash Service Agreement, for the 169-unit owners opting into the Community Wide Trash Initiative. Because the number of units opting in, is less than the agreed 180 units, the contract will increase by \$75/per month, or \$900 per annum.

Claire Henderson expressed concern that Preference Form was not received by the CM Office although it was sent in. She was advised by the CM staff that since the form was not received, she was automatically opted out of the program. She noted that following discussion with the CM Office Staff, the error was corrected.

Following discussion, the Board directed CM Property Management to perform a recheck of the forms received to ensure that the list is accurate.

Upon a motion by Christopher Rossetti, seconded by Gary Gianini and carried, with John Williams abstaining, the Board authorized Charles Wall to sign the addendum #1 to the Paine's Trash and Recycle Service Contract, dated 6-3-2021, which states – Paine's Incorporated and Pond Place Association mutually agree that should the number of units served, drop below 180, after the first year, then Paine's will charge an additional fee of \$75.00 per month. All other terms and conditions remain the same.

- Trash/Recycling Initiative Resolution: Christopher Rossetti presented the following Resolution for Board approval:

#### RESOLUTION

To reduce noise, air, and visual pollution and to preserve our roads effective on and after July 1, 2021, association members and district residents are prohibited from inviting commercial trash and recycling haulers into Pond Place to remove their trash and recyclables. All commercial trash and recycling removal/hauling will be arranged exclusively by the Pond Place Tax District and/or Pond Place Association, Inc. Association members or district residents violating this rule are subject to imposition of maximum fines permitted by Association bylaws or Tax District ordinance. Members who have opted out in writing to CM Management on or before May 31, 2021, are eligible for a \$250.00 credit on their Pond Place Association, Inc. FY 21/22 dues. Potential credits for future fiscal years shall be determined by the Board of Governors annually. The right to opt out shall be personal to the association member and not transferable to future purchasers or tenants of their dwelling units. Members/residents who have opted out who wish to now receive community trash and recyclable removal services are not so eligible, until after written request, the commencement of FY 2022/2023. Purchasers from or tenants of members who have opted out may be eligible for services during the fiscal year upon prepayment in full of the Association's actual cost for said services for the balance of the fiscal year. There shall be no other prorations or credits during the fiscal year. All communications regarding these services shall be through the Association's manager, not Paine's.

Upon a motion by Christopher Rossetti, seconded by Sue Jansen and carried the Resolution was approved as presented.

- Design Review Committee – According to the Association's Governing Documents – A Design Review Committee should be established consisting of no less than three (3) members. Charles Wall indicated that it would be in the best interest of the Committee to appoint an alternate member in the event a committee member cannot be present at any meeting.

Further, it was recommended that the newly elected Committee meet monthly and review design requests at its regular meetings, unless there is an emergency i.e., a fire, etc. which requires reconstruction or immediate action.

The Following owners were nominated and/or expressed interest on becoming a Committee Member and was provided an opportunity to speak:

Bill Sage  
Amber Jones  
Mitch Uzwack  
Judy Larkin-Alternate

Current Design Review Committee Members Charles Wall and Christopher Rossetti resigned their positions from the Committee.

Comments:

- Judy Larkin indicated that she believed the Committee should be comprised of two-unit owners and one Board member so that there is more community participation.
- Amy Thall concurred with Judy Larkin.
- Amy Thall nominated Michael Desilets to the Design Review Committee. It was indicated that Committee Members must be a legal owner in the Community.
- Claire Henderson suggested that the Design Review Form be completely overhauled with its requirements. Further, Ms. Henderson does not agree with the insurance requirements for outside contractors.

Upon a motion by Christopher Rossetti, seconded by Charles Wall and carried with no objections, the following owners were elected to the Design Review Committee.

Bill Sage  
Amber Jones  
Mitch Uzwack  
Judy Larkin-Alternate

Current Design Review requests will be turned over to the newly elected Committee for review and approval.

Mike Famiglietti was directed to coordinate an initial meeting of the Committee to establish goals and timelines.

- Signage – In response to Charles Wall’s inquiry, Mike Famiglietti advised that the following signage is anticipated to be received by June 30<sup>th</sup> and will be installed shortly thereafter.
  - 12X18 Keep Out-Private Property for Northington Meadow
  - 24X18 Keep Out-Private Property – Front Entrance Gate

**OTHER:**

- None

**PUBLIC COMMENT:**

- Jon Day – Will forego questions concerning the Design Review Committee at this time. He indicated he was looking forward to the new Committee moving forward in a timelier manner.
- Jon Day – Requested a status of the tree removal at 2 Pond Place, stating that he is putting the Board on notice that this is a liability. There is no CT State Statute or law stating who is liable or responsible if tree from one property falls on the property of another, unless notification is on file that this is a liability. Mr. Day advised that he had been working with Dom Zacchio and CM Property Management before the additional tree fell on his house. He indicated that he needs to set the air conditioner to his home and the dead trees need to be removed to allow contractors coming in. Mr. Day indicated that at the directive of Dom Zacchio, he obtained a survey, and it was deemed that the trees are on association property. Following discussion, CM Property was directed to tag the 5-6 trees in question and obtain bids for removal of the same. Christopher Rossetti has agreed to investigate this matter.

Upon a motion by Chris Rossetti, seconded by Mitch Uzwick and carried, the meeting adjourned at 7:38 p.m.

Respectfully submitted,  
Mike Famiglietti, CMPM

---

---

**MINUTES OF MEETING  
POND PLACE TAX DISTRICT  
BOARD MEETING  
June 28, 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  
Sue Jansen, Treasurer  
Gary Gianini, Director  
Christopher Rossetti, Director  
John Williams, Director  
Austin Patenaude, Director  
Amber Jones, Director

Absent: None

Unit Owners Present: Judy Larkin, Amy Thall & Michael Disilets, Claire Henderson, Bill Sage, Jonathan Day.

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

Charles Wall, President, convened the POND PLACE TAX DISTRICT meeting at 7:39 p.m.

**MINUTES OF PREVIOUS MEETINGS**

**Pond Place Tax Association Board Meeting Minutes:**

Upon a motion duly made, seconded and carried the Minutes of the 5/24/21 Board Meeting were approved as written

As discussed in the Pond Place Association Meeting held immediately prior to the commencement of this meeting, the Annual Meeting Minutes for the 5/17/21 meeting have been posted on the website for information only. The Annual Meeting Minutes will not be formally approved until the next Annual Meeting to be held in 2022.

**TREASURER’S REPORT**

Mike Famiglietti reviewed the Financial Report for the month ending May 31, 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 of the \$545.00 Ford & Paulekas, LLP Expenditure. Mike Famiglietti explained that the expense included Attorney McChristian’s review of the changes to the Association’s insurance policies. Mike

Famiglietti was directed to provide a copy of the invoice to Christopher Rossetti for review.

### **MANAGER'S REPORT**

- Site Inspections – Phil Mahler indicated that regular site inspections are being done each Wednesday and Friday.
- Modification Requests – Phil Mahler indicated that he is working to bring Modification Requests up to speed. The current requests will be forwarded to the New Design Review Committee for review and approval. Several requests have been approved and unit owners notified.

Charles Wall indicated that the new Design Review Committee should make it clear that any owner submitting a Modification Requests to complete the form entirely to include all sketches and information required as a part of the application process to alleviate a delay in the approval process.

### **OLD BUSINESS**

- Joe Barry Bench – Christopher Rossetti indicated that a Resolution was passed requiring multiple bids for any project over \$2,500. He indicated the bid he has received for the purchase and installation of the memorial bench for Joe Barry is over the \$2,500 requirement. Mr. Rossetti asked if the Board wishes to comply with the Resolution to obtain additional bids or move forward with the current bid received so that the memorial bench can be installed prior to the winter season. Following discussion, upon a motion by Mitch Uzwack, seconded by Christopher Rossetti and carried, it was moved to waive the \$2,500 multiple bid requirement for the purchase and installation of the Joe Barry memorial bench and directed CM Property Management to move forward in ordering and installing the bench.

### **NEW BUSINESS**

None

### **PUBLIC COMMENT**

- Upon a motion by Gary Gianini, seconded by Charles Wall and carried, the Board entered into Executive Session to review the communication process with CPM management.

There being no further business to come before POND PLACE TAX DISTRICT ASSOCIATION meeting, the President adjourned the meeting at 8:23 p.m.

Respectfully submitted,  
Mike Famiglietti, CPM