

**MINUTES OF MEETING  
POND PLACE ASSOCIATION, INC.  
BOARD MEETING  
SEPTEMBER 28, 2020  
VIA ZOOM MEETING – DUE TO COVID-19 PANDEMIC**

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**POND PLACE ASSOCIATION, INC. BOARD OF DIRECTORS**

Present: Domenic A. Zacchio, President  
Charles Wall, Vice President  
Christopher Rossetti, Governor  
Mitch Uzwack, Governor  
Susan Jansen, Treasurer  
John Williams, Governor  
Kimberly Lazich, Secretary

Unit Owners Present: Steve Zieger, 6 Pond Circle; Judy Larkin, 9 Pond Circle; Jon Day, 2 Pond Place; Ann Costello, 4 Arrowhead Court

Also present: Michael Famiglietti, Property Manager

Domenic A. Zacchio convened the POND PLACE ASSOCIATION meeting at 6:33 pm.

**MINUTES OF PREVIOUS MEETINGS**

June 25, 2020 Pond Place Association Minutes:

Upon a motion duly made, seconded, and carried, the Board accepted the substitute Minutes as submitted by Christopher Rosetti.

July 27, 2020 Pond Place Association Minutes:

Upon a motion duly made, seconded, and carried the Minutes of the July 27, 2020 Minutes were approved as revised.

August 24, 2020 Pond Place Association Minutes:

Upon a motion duly made, seconded, and carried the Board accepted the Minutes of the August 24, 2020 meeting as written.

**TREASURER'S REPORT:**

Mr. Famiglietti made the following comments on the Financial Statements that were provided to the Board for the month of August ending 8/31/20.

Mr. Famiglietti reported that the Association currently has \$25,980.57 in the TD Bank operating checking account; and other assets totaling \$42,806.48 for total assets of \$68,787.05.

- The Accounts Receivable Report shows \$36,925 in Association Dues for the month.
- The \$6,000 transfer to Northington Meadows has been completed.

- CM Property's Bookkeeper, Heather Simard has been working with Sue Jansen and King and King regarding the re-allocation of previous year's funds received and is setting up the proper program and line item categories as previously directed. Once completed a copy will be provided to Board for review.

**MANAGER'S REPORT:**

NONE

**OLD BUSINESS:**

Land Leases - Chris Rossetti introduced Austin Patenaude, CPA who worked for Ernst & Young, and recently purchased a home at Pond Place. Mr. Patenaude has offered his services to review the Association's land leases for correctness.

Following a question and answer period, Mike Famiglietti was directed to forward the land lease amortization schedule to Mr. Patenaude. It was indicated all other information, should be available for an initial audit review and will be provided as requested.

Following additional discussion, upon a motion by Chris Rossetti, seconded by Dom Zacchio and unanimously carried, it was moved that the Pond Place Board of Governors authorize Austin Patenaude to undertake this initial review of the land leases and to report back to the Pond Place Association Board at a later date with his findings.

The Board thanked Mr. Patenaude for his time and efforts on behalf of the Association.

**NEW BUSINESS:**

Memorial Bench and Tree in Memory of Joe Barry - Mitch Uzwack suggested that in remembrance of Joe Barry and his many contributions to Pond Place that a memorial bench, with a plaque, as well as a tree be installed in the vicinity where Joe parked to overlook the pond. Following discussion, upon a motion by Mitch Uzwack, seconded by Sue Jansen and unanimously carried it was moved that Mr. Uzwack would circulate a picture of the recommended bench to the Board and further, to entrust Dom Zacchio, Sue Jansen and Chris Rossetti to present an area for installation of the tree and bench for Board approval.

**PUBLIC COMMENT:**

- Steve Zieger, 6 Pond Circle addressed his concerns regarding the on-going landscape project at 5 Pond Circle. Following discussion, Mike Famiglietti and Dom Zacchio will meet with Mr. Zieger on site to address his concerns this upcoming week.
- Judy Larkin, 9 Jay Court agreed with the concerns expressed by Mr. Zieger regarding the on-going landscape project at 5 Pond Circle.
- Jon Day, 2 Pond Place -addressed concerns regarding 1 Pond Place not respecting his exclusive use area on his property and issues with the cable company plowing cable across his exclusive use area for the benefit of 1 Pond Place. Following discussion, Mike Famiglietti will schedule a date and time to meet with Mr. Day to address his concerns.

- Mark Spencer, 2 Laurel Lane addressed concerns regarding the school buses not entering the property this year based on rules from the Town in regards to not being able to enter private property; as well as larger buses being utilized due to Covid and social distancing, and difficulty of the buses to turn around. Further, it was indicated that Myles Altimus, Transportation Director for the Town, has advised that the Association must sign off that the buses can enter private property.

Further, the Board directed CM Property Management to contact Myles Altimus, Transportation Director, and request that he attend the next Board Meeting to discuss this matter.

Following discussion, it was the consensus of the Board that the Association move forward in requesting that busing be allowed through the community. CM Property Management was directed to draft a letter, for Board review, to the Board of Education including the Superintendent, Board Selectman and Chairman of the Town Council to granting permission to allow busing throughout the property for safety concerns due to the lack of sidewalks and children walking on the streets during rush hour traffic.

- Ann Costello, 4 Arrowhead Court thanked the Board for getting the large trees removed behind 4 & 5 Arrowhead Court due to Tropical Storm Isaias, however, there is still a lot of debris in the area. Also, Ms. Costello requested a timeline as to when the new fence would be installed. Mike Famiglietti reported that this topic is currently under review by the Board.

Meeting adjourned at 7:25 p.m.

Respectfully submitted,  
Mike Famiglietti, CPM

**MINUTES OF MEETING  
POND PLACE ASSOCIATION, INC.  
BOARD MEETING - SETTING UP BANK ACCOUNT  
September 28, 2020  
VIA ZOOM MEETING – DUE TO COVID-19 PANDEMIC**

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**POND PLACE ASSOCIATION, INC. BOARD OF DIRECTORS**

Present: Domenic A. Zacchio, President  
Charles Wall, Vice President  
Kimberly J. Lazich, Secretary  
Christopher Rossetti, Governor  
Mitch Uzwick, Governor  
Susan Jansen, Treasurer  
John Williams, Governor

Absent: None

Also present: Michael Famiglietti, Property Manager

Domenic A. Zacchio convened the POND PLACE ASSOCIATION meeting at 6:45 pm.

**OPENING OF BANK ACCOUNT:**

Following discussion, **upon a motion by Dom Zacchio, seconded by Charles Wall and unanimously carried, the Board authorized Susan Jansen, Treasurer, Pond Place Tax Association, Inc., to open a new savings account on behalf of the Association.**

Meeting adjourned at 6:55 p.m.

Respectfully submitted,  
Michael Famiglietti, CMPM

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**MINUTES OF MEETING  
POND PLACE TAX DISTRICT  
BOARD MEETING  
SEPTEMBER 28, 2020  
VIA ZOOM MEETING – DUE TO COVID-19 PANDEMIC**

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**POND PLACE TAX ASSOCIATION, INC. BOARD OF DIRECTORS**

Present: Domenic A. Zacchio, President  
Charles Wall, Vice President  
Susan Jansen, Treasurer  
Mitch Uzwack, Director  
Gary Gianini, Director  
Christopher Rossetti, Director  
John Williams, Director  
Kimberly Lazich, Secretary

Unit Owners Present: Steve Zieger, 6 Pond Circle; Judy Larking, 9 Pond Circle; Jon Day, 2 Pond Place; Ann Costello,

Also present: Michael Famiglietti, Property Manager

Domenic A. Zacchio convened the POND PLACE TAX DISTRICT meeting at 7:26 p.m.

**MINUTES OF PREVIOUS MEETINGS**

June 25, 2020 Pond Place Association Minutes:

Upon a motion duly made, seconded, and carried, the Board accepted the substitute Minutes as submitted by Christopher Rosetti.

July 27, 2020 Pond Place Association Minutes:

Upon a motion duly made, seconded, and carried the Minutes of the July 27, 2020 Minutes were approved as revised.

August 24, 2020 Pond Place Association Minutes:

Upon a motion duly made, seconded, and carried the Board accepted the Minutes of the August 24, 2020 meeting as written.

**TREASURER'S REPORT**

Mr. Famiglietti made the following comments on the Financial Statements that were provided to the Board for the month of August ending 8/31/20.

Mr. Famiglietti reported that the Association currently has \$141,923.69 in the TD Bank checking account; Capital Reserve Funds are \$385,935.67 Other Assets of \$761,660.49 for Total Assets of \$1,289,519.85.

- **FDIC Compliance:**
  - Sue Jansen reported that she is in the process of finding banks who offer the best rates and that are willing to have a tax district account. Ms. Jansen requested blanket approval to open an account on behalf of the Association. She indicated that the previous approval given was for one specific bank.

Following discussion, upon a motion by Charles Wall, seconded by Mitch Uzwack and unanimously carried, it was moved to authorize Sue Jansen to open an account at a suitable institution that is federally insured.

- The Income & Expense Statement shows Tax Assessments of \$166,307.41.
- Discussion ensued regarding the fact that dues collected are being recorded on an accrual basis and the impact that this has on comparing prior year's dues collected. It was indicated that by utilizing the accrual method, the only way to know if old receivables are being collected would be to have a comparative balance sheet which shows old receivables the month before. CM Property Management is continuing to work with Sue Jansen and King and King on how to implement an improved format for the financials which would provide more accurate information.

### **MANAGER'S REPORT**

#### **TAX DISTRICT ASSUMPTION OF TRASH AND RECYCLABLES REMOVAL**

Upon a motion by Chris Rossetti, seconded and carried the following Resolution was adopted regarding the Tax District's assumption of trash and recyclables removal:

The joint Boards have solicited proposals for community wide trash and recyclable removal from all area vendors; and

It being the findings of the joint Boards that there would be significant economic, environmental, and other benefits to the community by implementing same.

The manager is directed to give prompt notice in writing to all residents of the Pond Place Tax District and members of the Pond Place Association, Inc.:

1. Of the intent of the Boards to recommend community wide trash and recyclable removal by Paine's of Simsbury and to seek approval of a contract for same with Paine's at the 2021 annual meeting.
2. Of the intent of the Boards to recommend prohibition of trash and recyclable removal by vendors other than Paine's on and after 7/1/2021.
3. That the Boards advise residents to avoid prepaying for trash and recyclable removal services after 6/30/2021 unless their vendor will issue refunds for unearned services upon cancellation.

#### **TREE REMOVAL:**

CM Property Management was directed to contact McClelland Tree Service to remove the three (3) tagged trees on Pond Circle and the one (1) tagged tree on Morningside Court

#### **FENCING:**

CM Property Management was directed to obtain pricing for the installation of 8'X800 linier feet of dark grey perimeter fencing and email to the Board upon receipt.

There being no further business to come before POND PLACE TAX DISTRICT ASSOCIATION meeting, the President adjourned the meeting at 8:30 pm.

Respectfully submitted,  
Mike Famiglietti, CPM

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POND PLACE TAX DISTRICT  
BOARD MEETING  
SEPTEMBER 28, 2020  
VIA ZOOM MEETING – DUE TO COVID-19 PANDEMIC**

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**POND PLACE TAX ASSOCIATION, INC. BOARD OF DIRECTORS**

Present: Domenic A. Zacchio, President  
Charles Wall, Vice President  
Susan Jansen, Treasurer  
Mitch Uzwick, Director  
Gary Gianini, Director  
Christopher Rossetti, Director  
John Williams, Director  
Kimberly Lazich

Absent: None

Also, present: Michael Famiglietti, Property Manager

Domenic A. Zacchio convened the POND PLACE TAX ASSOCIATION meeting at 6:55 pm.

**OPENING OF BANK ACCOUNT:**

Following discussion, upon a motion by Dom Zacchio, seconded by Charles Wall and unanimously carried, the Board authorized Susan Jansen, Treasurer, Pond Place Tax Association, Inc., to open a new savings account on behalf of the Association.

Meeting adjourned at 7:55 p.m.

Respectfully submitted,  
Michael Famiglietti, CMPM