

**Atwater Commons Condominium Association
Board of Directors Meeting
General Session Minutes
Thursday, January 18, 2024 @ 2:00 PM**

Board Members Present:

Karen Morgan (KM) – Vice President
Joe Iacobelli (JI) – Treasurer
Clark Bailey (CB) – Board Member

Jim Dafoe (JD) – AMI Sr. Community Manager

Location: via Zoom conference call

The General Session Meeting was called to order by (JI) at 2:26 PM

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Motion: Approval of General Session Meeting Minutes from **November 16, 2023** as submitted.
Motion by (KM/JI), (CB) Abstained.

There was general discussion regarding the December 2023 Financials including but not limited to the Reserve Account, Legal expenses, & Work Orders. Major expenses were Legal Collections - \$1,187.00, Tree & Shrub Maintenance - \$1,100.00, Snow Removal - \$4,400.00, Building Repairs Ext. - \$1,895.00, Windows - \$1,670.00.

Motion: Approval of **December 2023** Operating Statement.
Motion by (KM/JI), (CB) Abstained.

Old Business:

- Crab Apple Tree Trimming & Removal by Arbor Tree Service (Proposal #09212023 for \$3,865.00) was completed on January 12, 2024. (JD) asked if all Crab Apple Trees were trimmed. (JD) to provide a copy of final tree trimming contract to the Board (contract provided 1-19-2024).
(KM) thought they missed two (2) trees at end of parking area between Saber Way & Emerald Chase, and one (1) on Evergreen Trail and others in pond area. (KM) to walk the property and provide a list of any tree not trimmed.

UPDATE 1-19-2024: (KM) emailed w/pictures (JD) and the Board stating that the trimmed trees look great, Tree at 100 Evergreen Trail (garage side) was missed, two trees between 188 Saber Way & 189 Emerald Chase (garage side) were not removed, asked if they were on the contract, and said that the trees along the back road next to the pond fence were trimmed.

UPDATE 1-19-2024: After reviewing the final signed Arbor Tree Service contract, the 3 trees mentioned above were not in the contract. (KM) will submit a Work Order for the tree service.

- Governing Documents Revision – The Board reviewed the Bylaw revisions with Jeff Volmer of the Makower law firm on 8-17-2023. The next meeting with Co-owners can only take place if the attorney reaches an agreement with Tony Randazzo of Randazzo Builders.
Attorney Jeff Volmer sent an email (letter) to Anthony Randazzo with Randazzo Builders on 9-14-2023 making him aware of the proposed changes to the Association Bylaws. Jeff Volmer is waiting on the builder's response.
(JD) informed the Board that as of 1-19-2024 Anthony Randazzo is still reviewing the Bylaw revision documents. The Association must wait for his approval before scheduling a Co-owner meeting to discuss the revisions.

Old Business (continued):

- 172 Saber Way – (JD) informed the Board that the Roof/Dormer/Flashing/Siding Leak was completed, and Co-owner Brenda Beyer was pleased.
- Property Line Pins/Markers – (KM) mentioned that the Board approved getting the property stakes identified and marked along the Eastern property line. This will help identify the Atwater Commons boundaries, and determine if a neighbors shed near the pond area is within those boundaries.
(JD) to issue Work Order in the Spring of 2024 to have property line marked.

New Business:

- Neighbor Brian Wice at 388 Newton Ct. on West side of property requested that a large Pine Tree be removed because it is dying, and branches are falling off. The Board confirmed that they had not received any prior verbal or written notice from this resident regarding the Pine Tree. The Board agreed to look at this tree during the Spring 2024 Property Walk.
(JD) to respond to Brian Wice with the Boards decision.
- (KM) commented that the snow removal looked good, but the mailbox areas need to be cleared, walkway between Emerald Chase & Park Green shoveled, side walk snow should not be shoveled into the street.

UPDATE 1-19-2024: (KM) emailed w/pictures (JD) and the Board the following:

1) Mail Box areas are not cleared. There are 3, and pictured below are 2 of them

2) Walkway along Atwater Commons Drive (near the entry to CVS) is not cleaned.

(Runs between 101 Emerald Chase and 100 Park Green)

3) Near the pond, (back of Evergreen Trail) snow was stacked to limit the clearance of the back road to approximately 8 feet wide. This is a fire lane, fire trucks are typically 10 feet wide

4) Please ask that sidewalks are shoveled to push snow into the landscape areas rather than into the street near parked cars. Sometimes the snow is pushed in the street, not always

We appreciate trucks come frequently to clear the street parking areas, only streets are rarely free of vehicles so the snow remains and where the sidewalk ends the curb and street begin

5) Snow plowed at end of Evergreen Trail was pushed so it lays on top of and covers the reinforcement wall (not visible from the street)

The neighbor on Newton Court that wanted the brick wall repaired claimed that the problem was in salt/snow being plowed so that it landed on the other side of the wall and was deteriorating the wall. (No pic) Is this causing a problem?

Perhaps the snow can be pushed to the vacant lots, or elsewhere? Suggestions?

- The Board decided to pick a 2024 Spring Walk date at the March 5, 2024 HOA meeting.

General meeting adjourned by (JI) at 2:54 PM.
Move to Executive Session.

The next HOA Board Meeting is scheduled for **Tuesday, March 5, 2024** @ 2:00 PM (Zoom Call).

General session minutes respectfully submitted by Joe Iacobelli on 1/19/2024.