

MINUTES

Birch Run Phase II - HOA

November 12, 2019 6:31pm *Meeting called to order by* Dean Higgins

In Attendance

Dean Higgins, Sean Kane, Fil Fina, Tracy Riley, John Essig, Bill Noonan & Dick Heffern (via phone)
John Safford- Edgewater

Approval of Minutes

Motion to approve September 17, 2019 minutes Fil, John E second, all approved.

Treasurer's Report – Sean Kane

Sept 2019 Financials

Cash on Hand: \$ 7,847.93

Ending Balance: \$ 9,242.07

All bills current

Motion to accept Sept financials:

Tracy, John E seconds, all approved.

October 2019 Financials

Cash on Hand: \$ 9,242.07

Ending Balance: \$ 9,085.38

All bills current; legal fee paid out

Motion to accept Oct Financials

Tracy, Dick seconds, all approved.

Managing Agent Report – John Safford, Edgewater Management – HOA & SD

- Cleveland continues to do a good job with no reported complaints. They brought their crew out last Saturday, Nov 9th to do leaf cleanup before the upcoming snow storm.
- John received two quotes on trimming branches on trees around the light poles along Birch Run Dr. Buddy's \$300 and Deno's \$200. Work will be done by Deno's as soon as possible.
- Lift stations have been pumped per our quarterly contract with Stone Industries. No emergency calls.
- County Waste – back to old contract price but we should expect a 7.5% increase in 2020.

Old Business

- Hospital: Dean has been checking the City Council agenda and to date the hospital project has not been listed on their agendas. He will keep the board posted. Fil speculates that the City Council will approve the rezoning. However, the hospital will still have to submit a site plan to the Planning Board and at that time, we need to go after the Planning Board to move the building.
- Professional Legal Fee: Brayer invoice has been paid. Board agreed to compensate Claudia Brayer for the time spent on filing the petition and a check has been issued.
- Architectural Review: Our new neighbors, Drabek's, submitted form for replacement windows. The new windows will look identical to the old ones. Application was scanned and sent to John.
- Dean requested from John an updated Homeowners List with new neighbors.
- Rental Rules: **Dick requested John to email what he believes to be the current rules. John S. will also email Dick with language BR Phase I used regarding penalty fee since they recently updated their rules and Dick will review.** It was suggested any changes made will be done with an addendum and attached to the lease agreement and perhaps we put a **form lease** on our website and communicate this to local realtors.

New Business

- 2020 Budget Process: Sean presented the HOA budget for 2020. This was reviewed and Motion to approve 2020 budget John E., Dean second, all approved.
- Election of Officers: John Essig and Fil Fina represent the nominating committee. The following Slate of Officers have been nominated. Motion to approve Slate of Officers for next three years Fil., John E. second, all approve.
 - Dean Higgins – President
 - Bill Noonan – Vice President
 - Sean Kane – Treasurer
 - Tracy Riley – Secretary
- Paint 2021 – this will be on the February agenda; discuss the painting policy for repairs and painting. These are in the minutes.

Next meeting Tuesday, February 11, 2020 at 6:30pm.

Motion to adjourn Fil, Sean seconds, all approved
7:23pm

MINUTES

Birch Run Phase II – Special District

November 12, 2019 7:23 pm *Meeting called to order by Dean Higgins*

In Attendance

Dean Higgins, Sean Kane, Fil Fina, Tracy Riley, John Essig, Bill Noonan & Dick Heffern (via phone) John Safford Edgewater

Approval of Minutes

Motion to accept September 17, 2019 SD minutes John E., Fil seconds, all approved.

Treasurer's Report – Sean Kane

Sept 2019 Financials

Cash on Hand: \$29,262.26

Ending Balance: \$32,606.79

Oct 2019 Financials

Cash on Hand: \$32,606.79

Ending Balance: \$37,117.16

Saratoga National MM Accts:

Storm Sewer #4141 \$ 25,105.57

Reserve #0671 \$ 34,061.62

#4141 \$ 25,107.70

#0671 \$ 34,061.62

All bills current.

Motion to accept Sept Financials
Tracy, Fil seconds, approved.

All bills current. Motion to put \$7000 in Reserve Fil, Dean seconds,
All approved.

Motion to accept Oct Financials
Tracy, Fil seconds, approved.

Managing Agent Report – John Safford. Edgewater Management – *report is in HOA minutes*

- John will propose policy on getting quotes and present at the next meeting.

Old Business

- Election of officers: John Essig and Fil Fina represent the nominating committee. The following Slate of Officers have been nominated. Motion to approve Slate of Officers for the next three years
John E., Sean second, all approve:
Dean Higgins – President
Bill Noonan – Vice President
Sean Kane – Treasurer
Tracy Riley – Secretary

New Business

- 2020 Budget Process: Sean presented 2020 Budget for Special District. After much discussion, line items will be edited and emailed to board for approval. Motion to approve quarterly fee \$720
Fil, Sean second, all approved.
- No contracts up for renewal.

Next meeting Tuesday, February 11, 2020 at 6:30pm
Motion to adjourn Sean, Dean seconds, all approved
8:15pm

Respectfully submitted by Tracy Riley

