



The Common at
Sinnott Farm

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Homeowner's Association for:

Quail Run | Spice Bush | Arrowwood | Spring Hill | Timothy Lanes

**The Common at Sinnott Farm, Inc.
Executive Board Meeting
March 15, 2017
6:30 p.m.**

MINUTES

In Attendance: Jeff Olmstead (by phone)
Myron Stewart
Cameron Toper
Syed Hussain
Chris Weiland, Vision Management

Absent: Diane Prescod

Homeowners Present: None

Call to Order:

The meeting was called to order by President, Jeff Olmstead, at 6:30 p.m.

Homeowner Comment:

No homeowners present for comment.

Minutes:

A motion to approve the minutes of the January 30, 2017 meeting was made by Cameron Toper and seconded by Myron Stewart. The board voted unanimously to approve the minutes.

Financial Report

- First quarter income is on track and all outstanding bills for the month have been paid.
- Electric supplier has been changed to Eversource as rate is more favorable at this time.
- Cameron will close Webster Bank checking account and open an account with Union Bank as was discussed at the January 30, 2017 meeting.

Manager's Report

- Chris will contact Walpole to replace the post cap on the Timothy Lane sign.
- Four (4) additional engineering firms have been selected to submit estimates to include asphalt condition, bid specifications, project oversight for all lanes. Chris will collect the bids and submit to the Board for review.

Service Requests

No specific requests but discussion regarding issues with Russo and snow plowing done on Arrowwood Lane during last storm. Some areas on Arrowwood were not appropriately cleared and are too narrow. Myron will contact Russo. It was also suggested that in the fall 2017 newsletter, an item letting homeowners know that they should not blow snow into the street be included.

Correspondence Report

None at this time.

Old Business

- The Goals and Priorities for 2017 were outlined as follows:
 - Financial Plan (i.e. 5 year plan) – Cameron
 - Revised Rules – make changes based on homeowner feedback and redistribute – Jeff
 - Increase confidence in Board of Directors and sense of community by providing more personalized communication, continuing newsletter, holding community gathering and responding to homeowner concerns as quickly as possible – All Directors
 - Continue to work on website to make it more user-friendly – Cam and Jeff
 - Monitor water usage – fewer days, shorter season – Myron, Cameron, Syed
 - Paving Study – All lanes need to be included and this needs to be completed as soon as possible
- Transition to email communications
 - Cameron created a consent form which will be sent out with the next mailing. This is voluntary for homeowners who would like to receive correspondence via email. Creating a homeowner directory has not been included as it is not a goal at this time.

New Business

- Spring 2017 Newsletter – Diane emailed draft. Jeff will add finalized Goals 2017. Spring Walk-About date will be determined at the May 3rd board meeting and posted on the website by May 5th. The newsletter will indicate the above. There was some discussion regarding the value and need for a walk about that will be continued at the May 3rd meeting.
- Block Watch – Diane and Syed attended the town-wide meeting at the Bloomfield Police Department last week. Meetings are held on the second Wednesday of each month at 7:00 p.m. in the BPD Community Room. We can set up our own block watch, however we are essentially on our own to establish the committee and hold meetings. We were informed that patrols in our area have been increased. Diane asked about installing a street lamp in the parking area by the park and she will draft a letter to the Town Manager and Public Works Department. Myron will hand deliver the letters once they are completed.
- Rules – Revisions – Jeff will have a document ready to present to the Board at the May 3rd meeting.
- Paving Study – The firm/engineer will be selected at the May 3rd meeting.
- Community Gathering – June 17th date was approved. Details to be finalized at the May 3rd meeting.
- Irrigation Operation Schedule –
 - Chris will contact MDC to turn water on
 - At May 3rd meeting, a date will be determined for Russo to get system ready for season
 - Syed, Cameron, and Myron will present water management proposal to the Board at the May 3rd meeting

Committee Reports

Website Committee - Jeff continues to maintain the website updating it with new information as necessary. He and Cameron will work this summer to ensure that the website is as user friendly as possible.

Welcome Committee – Jeff stated that we need new members for this committee – given all of the responsibilities of being President, he can no longer continue heading this committee as well.

Bylaws Covenants Committee - Jeff will submit revised rules to Board at May 3rd meeting.

Beautification - No report at this time

Second Homeowner Comment Period -

No homeowners present

Executive Session

The Board adjourned to Executive Session at 8:14 p.m. and concluded at 8:27 p.m. No votes taken.

The meeting was adjourned with a motion made by Myron, seconded by Cameron, and approved unanimously at 8:27 p.m.

**Respectfully submitted (using notes provided by Chris and Cameron),
Diane Prescod
Secretary**

