



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

June 7, 2017

6:30 p.m.

MINUTES

In Attendance: Jeff Olmstead, President
Myron Stewart, Vice President
Diane Prescod, Secretary
Cameron Toper, Treasurer
Syed Hussain, Director
Mark Weiland, Vision Management

Homeowners Present: Julius Prescod
Aija Zigmunds

Call to Order: The meeting was called to order by President, Jeff Olmstead, at 6:34 p.m.

Homeowner Comment:

-Aija Zigmunds stated concerns regarding noise on her street. She had previously contacted the Board but wanted to state her concerns – which include excessive noise for long periods of time, multiple children with multiple basketballs, many children being dropped off and a lack of adult supervision, balls rolling into the street and children running after them, balls being thrown into neighbors' yards – in person. She brought forth additional concerns about the condition of a specific property on her street, specifically the back yard and lawn condition. She is not comfortable speaking with the homeowner as things have become less than friendly.

Jeff Olmstead responded by first acknowledging the concerns and sharing that the homeowner has been spoken to and has assured us that the yard will be cleaned up. In addition, the basketball issue has been addressed.

-Julius Prescod commented that he has concerns with the work the landscaping company is doing – it is not up to expected standards.

Jeff Olmstead responded stating that he has received several complaints about this and it was addressed with Russo. The explanation is that there has been so much precipitation that the grass is very long and the ground is saturated.

Julius Prescod commented that he drove by Gillette Ridge yesterday and the lawn was being taken care of and it looks nothing like the work that Russo has done. Diane Prescod stated that she had driven by both yesterday and today and that Julius' perception is correct.

Myron Stewart will contact Russo to set up a meeting to address these concerns.

Minutes: A motion to approve the minutes of the May 3, 2017 meeting – with the 2 revisions suggested by Jeff Olmstead - was made by Syed Hussain and seconded by Jeff Olmstead. The Board voted unanimously to accept the minutes.

Committee Reports:

- A. Beautification**– No report at this time
- B. Website** – Jeff Olmstead reported that the information about the community gathering has been posted and minutes are up to date. The accountant’s report has also been posted, however the tax information is not. The last tax return posted is from 2011 – after that we hired a property manager who archives this information so it is no longer necessary for us to have a repository on the website. In addition, an updated homeowner directory has been requested from Vision and will be posted on the restricted page.
- C. Bylaws/Covenants** – Jeff Olmstead reported that notification of driveway repair/replacement was received from two homeowners and a request to remove a live tree from another. Information supplied by an arborist to support the request was submitted and the request was granted.
- D. Welcome** – Jeff Olmstead reported that there will be a new homeowner at 2 Timothy Lane as of June 15th. He and Gwen Olmstead will meet with them later this month.

Financial Report:

- Cameron Toper gave an overview as follows:
 - 2 homeowner accounts are unpaid (compared with 12 at the end of April)
 - One late fee has not been paid, one account is in progress with an attorney and one account is in collections.
 - Our operating cash balance is \$9,653 with reserves of \$97,484.
 - Currently on budget for maintenance and management costs
 - Electricity provider switched to Eversource for better rate but currently coming in slightly over budget (\$9/month)
 - Water currently under budget but may change as warmer months approach

Manager’s Report:

-Mark Weiland reviewed his estimate of what association needs to save over 10 years to repair all lanes. He stated that generally special assessments are not the best plan – if a home goes into foreclosure the banks may find a legal way to avoid paying the assessment.

-The paving study report just came in yesterday. Jeff Olmstead asked that all Board members review it thoroughly for discussion at the August meeting. Jeff Olmstead also suggested that a sub-committee be formed to create one or more proposals regarding what should be done with the engineer’s report and then how to accomplish any goals that are set. Cameron Toper, Chris Weiland and Jeff Olmstead will serve on the sub-committee.

-Relative to irrigation and water, Mark Weiland informed the Board that we cannot install rain sensors with the type of controller we have.

-USPS and emailing were discussed. Mark Weiland informed the board that certain documents should not be emailed, such as quarterly invoices. Jeff Olmstead replied that we need to do this as Chris Weiland had agreed to pilot this initiative at our last meeting so we need to make the attempt. We can reassess if there are problems. Mark Weiland reported that having some homeowners receive email and others hardcopy via USPS creates additional work for Vision and may end up not being at all cost effective. Jeff Olmstead responded that if this proves to be true, the Board will have to re-examine the situation and find a solution.

-Twenty-four (24) letters were mailed on May 30th as a result of the spring walk about – 22 were for issues to be addressed and 2 were thanking homeowners who have addressed issues brought up last year.

-Mark Weiland reported that Chris Weiland reached out to one homeowner regarding myriad issues with the property as well as noise complaints. The homeowner assured him that issues will be addressed, however, children playing basketball were not believed to be a problem.

-Russo – Several homeowners have complained about the less than acceptable work being done by Russo in the common areas. The Manager's Report indicates that Russo was contacted and has assured the association that, due to long periods of rain, they are behind but that common areas would be appropriately taken care of during the next service now that the rain has abated.

-Town Lighting – Eversource has been on the property to gather pricing information for the Town of Bloomfield for the installation of the light pole in the parking lot of the town park.

-Chris Weiland contacted BPD regarding using the community room for a community forum regarding the proposed Rules document. The room is available almost any evening in July with the exception of Wednesdays, as well as Monday and Tuesday, July 17 and 18.

-Mark Weiland reported that an accounting adjustment was made – on the income statement – line item 45430 YTD Actual has been moved to line 45410 to align with the budgeted amount.

Service Requests:

-None at this time

Correspondence Report

-No CSF Gmail correspondence to report

-Letters from walk about sent on May 30th (see Manager's Report)

-One phone call received from a homeowner on Quail Run Lane who received a letter and provided a July date for requested repairs.

-A homeowner from Spring Hill Lane called Jeff Olmstead to express dissatisfaction with Russo as well as additional issues, such as dissatisfaction with how our association is being run and our management company.

Old Business:

-**Community Gathering** – Fliers have been sent out. Sign will be posted on Saturday, June 10th thanks to Myron Stewart. Diane Prescod will provide water and soda; Myron Stewart and Syed Hussain will provide paper goods; Cameron Toper will provide ice. Syed Hussain will inquire about a canopy/tent. Jeff Olmstead stated he may not be able to attend but asked Board members to arrive at about 1:30 to set up.

-**Spring Walk About Results** – Previously discussed.

-**Water Use/Irrigation Plan** – A few ideas were presented but Jeff Olmstead requested that Syed Hussain, Myron Stewart and Cameron Toper get together to create a plan and present it. This will be on the agenda for the August meeting.

-Block Watch – No report from May. Diane Prescod will attend the June meeting next week. As of today, there is still no information on the status of the street lamp installation in the parking area by the town park.

-Paving Study – Discussed previously – see Manager’s Report - will be on August agenda.

-Revised Rules – Jeff Olmstead stated that the purpose of this agenda item is to vote whether or not to send the revised Rules to homeowners. We need to allow ten (10) days for review and comment. Jeff Olmstead further suggested that we hold a Community Forum in July at the BPD in the Community Room to provide homeowners the opportunity to ask questions and comment. After the forum, comments would then be considered and revisions made as necessary and the document would be ready for a vote by the Board in August. The suggested date for the forum is July 13, 2017 at 7:00 p.m. Mark or Chris Weiland will call BPD to reserve the room. Jeff Olmstead also shared a draft of a letter to homeowners to be enclosed with the June mailing – feedback requested by Friday.

-Diane Prescod made a motion to present the Rules in their current form (with a correction regarding parking distance from fire hydrants pointed out by Cameron Toper) to homeowners. The motion was seconded by Cameron Toper and passed unanimously.

New Business:

-Packet to be Sent to Homeowners – To be included in the June mailing will be maintenance fee invoices, the newsletter, the letter explaining the Rules document, the Rules (clean copy), the document explaining the changes, and a new form for homeowners to complete if they wish to receive communication electronically (to include address). Note: An item about concerns regarding Russo’s work will be included in the newsletter to acknowledge that the Board is aware and working with the company to improve quality of service.

Homeowner Comment Period 2:

-Aija Zigmunds thanked all Board members for their consideration. She reiterated that her main concern is property value as she has done research on causes for decreases and noise, poor lawn condition, junk vehicles and trash are the main reasons. She stated that many associations have fine schedules that include a specific dollar amount for each violation. Jeff Olmstead reported that while we have no such schedule, we do have the ability to fine homeowners in specific instances and, in fact, have done so.

-Julius Prescod thanked the Board for the opportunity to attend the meeting but had no additional comments.

Executive Session:

-The Board adjourned to Executive Session from 8:50 p.m. until 9:15 p.m. There were no motions made nor votes taken. (Note: Diane Prescod had to leave meeting at 8:50 as Board was going into Executive Session.)

The meeting was adjourned with a motion made by Myron Stewart, seconded by Syed Hussain, and passed unanimously at 9:20 p.m.

**Respectfully submitted,
Diane Prescod
Secretary**