



The Common at
Sinnott Farm

www.sinnottfarm.com

Homeowner's Association for:

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

**The Common at Sinnott Farm, Inc. (CSF)
Executive Board Meeting
January 7th, 2020
6:00 p.m.**

MINUTES

In Attendance: Syed Hussain, President
Deanne Lawrence, Vice President
Lisa Terlecky, Treasurer
Michael Comperatore, Secretary
Lesia Comperatore, Director

Chris Weiland, Vision Management

Absent: None.

Homeowners Present: None.

Call to Order: The meeting was called to order by President, Syed Hussain, at 6:02pm.

Homeowner Comment: None.

Minutes: A motion to accept the meeting minutes from December passed unanimously.

Financial Report

Lisa reminded the Board and Vision that we will not be copying in color for any mailings due to the extra costs associated (about \$100 per mailing). We are projected to be about \$500 over budget for the year. The overages are mainly due to water costs, unanticipated roadway repairs, and mailings. We are waiting for the invoice from recent tree removal. All financials for 2019 should be available to reconcile by February's meeting.

Manager's Report

Irrigation and Meters: Per the MDC supervisor the only way to stop the monthly billing is to have the MDC permanently disconnect the water pipe in the ground at the shut off valve in the street. This means cutting a hole in the pavement, digging a hole to access the pipe, cut and cap the pipe, then fix the road. The only way to get water in the future would be to hire a contractor to dig a trench and lay

a new pipe from the street water valve (cut the road) all the way into the island where the ground valve box is located. This would be very expensive, especially to do it for every island. The topic was further discussed under old business.

Tree Removal: Leafing Out has completed the tree removal and the invoice should be available by February's meeting.

Pavement – Spring Hill: We will need to have an engineer create a report of the specifications needed for pavement in order to receive quotes from contractors. The cost for all five streets is \$4,950, one street is \$4,450. This is something the Board may wish to do this winter during the slow season in order to be prepared for repavement in 2021. The Board will deliberate further once 2019 financials are reviewed during the subsequent meeting.

2020 Coupon Books: Coupons were ordered based on homeowners who paid with a check at some point during 2019. This resulted in 42 coupon books sent out (two are currently dealing with the attorney in the collections process and will be sent coupon books after they clear the process). The Board would also like to stress the importance of electronic payments to new homeowners via the Welcome Committee.

Service Requests: none.

Correspondence Report:

54AW – RE: 33QR lights and snow plow damage.

31SH – RE: chipmunk damage.

22AW – RE: new homeowner requesting help with electronic payments.

23 SH – RE: Unregistered vehicle parked.

Alteration Requests: none.

Committee Reports

Beautification: Nothing to report.

Covenant: Nothing to report.

Welcome: Nothing to report.

Water Management Subcommittee

The Board would like to create a subcommittee of homeowners to provide their opinions on what should be done regarding the irrigation system and MDC. Currently the water would have to be disconnected in the middle of the road, which would be very expensive to reconnect in the future. This would be a semi-permanent decision that would affect the future of the association; therefore, the Board wants to solicit opinions from homeowners/representatives of each street. The Board has created a tentative list of homeowners who may be interested in joining this committee, who will be contacted by Syed to gauge their interest.

Homeowner Email Update

The master list of homeowners who have not opted-in to email notifications and electronic payments is complete and will be sent to the Board members. Homeowners can opt-in to the newsletters

via verbal confirmation but will need to sign the email form to receive official communications such as the annual meeting notice and rule change notices. Each Board member will contact the homeowners on their street who have not opted-in by February's meeting.

A Year in Review/2020 Goals & Priorities

Water management, road repavement, cost saving initiatives, and transparency are the Board's goals for 2020. The first three goals are currently in progress, while transparency is continuous.

CD Renewal 1/30/20

One of our CDs will mature on the 30th. We also have an extra \$10,000 that can be invested. A challenge of finding a high interest rate is that as an association we are considered a business account. 1.65% for 15 months at American Eagle is the highest rate that the Board has found. A motion to place the realized funds from the CD on the 30th as well as the extra \$10,000 into this new CD passed unanimously.

Homeowner Comment Period 2: none.

Executive Session: The Board went into executive session at 7:25 p.m. and concluded executive session at 7:30 p.m.

The meeting was adjourned with a motion that passed unanimously at 7:30 pm.

**Respectfully submitted,
Michael Comperatore
Secretary**