



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
May 21, 2014
6:30 p.m.

MINUTES

In Attendance: Ann Hanks, President
Diane Prescod, Vice President
Penny Jackson, Treasurer
Myron Stewart, Director
Pat Williams, APM

Absent: Maria Stonecipher, Secretary

Call to Order: The meeting was called to order by President, Ann Hanks at 6:36 p.m.

Regular Session:

-Public Participation - During walk-about, a few homeowners mentioned some issues:
-Activity in the area of the park: the suggestion was that the Board write a letter to the town to install some solar lighting so that the area is not so dark and people do not congregate after dark. Pat will send a letter.

-Another homeowner stated his maintenance fee checks are not cashed quickly enough. The homeowner also spoke with Pat to resolve this issue.

-A homeowner from Timothy Lane stated that there are two rosebushes on the island that appear to be dead and ought to be removed and possibly replaced. Ann and Pat looked at them and there appears to be some green on them so it was decided to wait a few weeks to see what happens.

-Agenda – Emailed to board before meeting.

-Minutes – A motion to approve the minutes of the April 16, 2014 meeting was made by Penny Jackson and seconded by Diane Prescod. The board voted to accept the minutes.

-Financial Reports – The financial reports for the month-end April 30, 2014 were reviewed.

Checking	\$ 27,195.40
Savings	\$ 30,486.97
CD	\$ 25, 301.95
TOTAL	\$82,984.32

Old Business: - Deerfield Sign – Pat has found a post at Home Depot and Myron will contact someone to install it. Myron will contact Diane for the sign and bracket when he has materials and has made arrangements for installation.

New Business :

- A.. **Arrowwood Lane** - Crack Sealing – We have one quote and Myron will get some additional names/quotes for the June meeting. Quote will not include cracks at ends of individual driveways.
- B. **Correspondence Report** – Timothy Lane homeowner requested a “tear off” for maintenance fees and that we post something on website about solar panels.
- C. **Russo** – Kevin stated that ground was too cold and first application of weed control product did not take. A second application has been applied and should take 7-10 days to be effective.
- D. **Next Meeting** – The next meeting will be at the home of Diane Prescod, 54 Arrowwood Lane, on June 18th at 6:30 p.m.

Committee Reports:

- A. **Welcome Committee** – Penny Jackson will be visiting the renters at 19 Spring Hill. Myron will accompany Penny. Going forward, we need to add committee members and/or Board members will welcome new neighbors.
- B. **Irrigation and Property Maintenance – Sprinklers:** Rob Thomas is monitoring cul-de-sac on Arrowwood. Ann will speak with Bobby about checking the other on Arrowwood. Penny and Brad will check Timothy. Myron will check Quail and Spice Bush. and will speak to a neighbor on Spring Hill. Water is not yet on so we will watch the weather and see when it is appropriate to turn sprinklers on. Bobby knows how timers are supposed to function. Schedule for sprinklers may have to be adjusted depending on weather – Board members will communicate to determine schedule changes as needed.

Penny will look at trees on hill behind Arrowwood homes to determine number of dead trees that may need removal.
- C. **Website** - Bobby posted information about town meeting regarding solar. It will be removed because meeting was already held.
- D. **Bylaws/Covenant** – Walk about was conducted and Pat sent letters to homeowners regarding issues that were noticed. Penny questioned who is leaving grass clippings in the cul-de-sac at the end of Ryefield Hollow Drive. This area is wetlands and no dumping is allowed. Pat will send a letter to homeowner on Spring Hill who has been leaving clippings.

The meeting was adjourned to Executive Session at 7:20 p.m.
Adjourned from Executive Session at 7:25 p.m.

There were no motions from Executive Session.

Pat asked if there was anything to include in the Quarterly Notice as they will be going out soon. Myron has done some work with getting an oil company to provide service to Sinnott Farm customers and a representative from Viking, the company with the most competitive price, has asked to be able to come into the community to introduce himself. Pat will include this information in the Quarterly Notice

and he will be provided with a letter to show to homeowners indicating that he has permission to be on the property and introduce himself and the product. Ann suggested that we remind homeowners about protocol for requesting permission for a tag sale or any exterior projects. Diane requested that a reminder about keeping our community free of litter be added – along with a thank you to those who pick up. Any additional information to be included can be emailed to Pat.

Pat announced that she will be leaving APM as of June 6, 2014 and this was our last meeting with her. The Board asked about the transition plan and that we will expect the same level of service going forward. Pat stated that we will be assigned a new property manager although she did not have a name. The Board thanked Pat for all that she has done in the time she has been with us and wished her well.

The meeting was adjourned with a motion made by Penny Jackson, seconded by Myron Stewart, and passed unanimously at 7:36 p.m.

Respectfully submitted,
Dane Prescod
Vice President

