

STONEGATE HOMEOWNERS ASSOCIATION ANNUAL MEETING
MINUTES - 2019

Date: November 12, 2019

Location: 7 Granite Ridge Road, Cape Elizabeth, ME 04107
Stonegate Homeowners Association Treasurer

Present: Sheila Pinette, Lisa Stevens, Jane Bozek, Laurie Sprung, Mike Pinette, Amy Barraclough, Dominic Barraclough, Richard Borts, Paulette Borts, Sue Dobieski, Tom Esch, Susan Lamb, Jessica LaRouche, Diane Pappin, Steve Pappin, Jill Palmore, Jenn Schmitz, John Sewall, Bob Stier, Tim Trachimowicz, Bill Mayer

Present by Proxy: Agrodnia, Bagdasarian, Barrett, Bass, Binder, Brakeley, Breton, Britton, Brogan, Burke, Dew, Donovan, Duffy, Elinoff, Goodwin, Gordon, Hankinson, Harkavy, Haydar, Hughes, Lachance/Gittinger, Landes, Lopez/Reichl, MacDonald, Maxim, Mitchell/Wood, Ney, Palma, Raffio/Lang, Rosen, Russell, Saucier, Shur, Sides, Stamieszkin, Tommasoni, Upton, Wilson

1. The meeting was called to order at 7:05pm
SHA President, Sheila Pinette. Introductions by the board members and homeowners present were made.
2. Laurie Sprung (Vice-President) submitted her resignation from the Stonegate Homeowners Board of Directors. Laurie Sprung expressed her thanks for serving as Vice President of the homeowner board of directors. Laurie stated that she feels there is a transition in the neighborhood and hopes for others to get involved in the board and the work they do for the entire neighborhood.

Laurie Sprung gave an update on lighting in Stonegate, specifically the entrances. Currently, Stonegate Road has lights on one side of each entrance. Consulting with John Veilux (Arch Lighting) regarding the installation of additional lights would involve running wires underneath the roadway as well as new hardware. Solar lighting is also an option, which would cost approximately

\$1,000 per side. Lisa Stevens asked if the site was examined by contractor familiar with solar lighting and if there is enough sunlight to power solar lights. Laurie Sprung stated the company would look into it and give more information regarding the new lighting/hardware if contracted for the job. Tim Trachimowicz & Jill Palmore (co-Vice presidents) will look into the lighting issues in the neighborhood.

3. Election of officers

All officers agreed to continue in their positions.

Sheila Pinette-President

Lisa Stevens-Treasurer

Jane Bozek-Secretary

Tim Trachimowicz and Jill Palmore have volunteered to take on the position of Vice President as a team.

Motion was made to approve the five officers

(President, Vice President, Vice President, Treasurer, Secretary)

All in attendance approved motion.

4. Treasurer's report – Lisa Stevens

- 100% of homeowner dues were collected.
 - Final bank balance 12/31/18 \$16,961.27
 - Projected loss at 12/31/19 \$50.00
 - Projected balance 12/31/19 \$16,911.27
- Reserves kept in bank \$10,000
Projected extra \$6,911.27 ending 12/31/19. Funds
Can be used for projects not in the budget, i.e., lighting, so that special assessment is not needed.
- Lisa Stevens and Sheila Pinette changed the type of checking account Stonegate Homeowners Association uses to an interest bearing account.
 - Homeowner dues will remain at \$175.
 - Proposed budget for 2020 will have a projected loss of \$52.00 ending with a projected balance of \$16,859.27

- Landscaping and website costs will increase in 2020 (\$100 and \$91 respectively) which are reflected in the proposed budget.
- Go Daddy, Website/domain name provider costs will increase to \$416, \$240 for website maintenance, \$56 for Stonegate in Cape domain name and \$120 for e-mail services. Renewal for services due 11/20/19. Current officers satisfied with services provided. Go Daddy allows for information to be passed from one officer to another when officers change. Passwords can be changed and updated. Go Daddy email allows officers the ability to send and receive emails without using their private email accounts.

Services will be renewed for one year but Lisa Stevens will investigate other options and send that information to homeowners for a vote.

Motion was made to approve the 2019 budget.

All in attendance approved motion.

Miscellaneous items for discussion & information only:

- Jill Palmore gave an update on the status of making Stonegate Homeowners Association By-laws, Covenants and Amendments electronic. Original documents were scanned and sent to Jill Palmore, Amy Hinitt & Rachel Stamieszkin for review. Some items (signatures, stamps, etc.) did not transfer properly when scanned and were not exact copies. HOA attorney Michael Vaillancourt advised that if the new document were different in any way, it would not be considered a legal document. Additional legal fees would be incurred to insure documents are "legal". Lawyer fees (approx. \$1,000) as well as multiple volunteer hours would be required.
- Lisa Stevens, Sheila Pinette and Jane Bozek created homeowner packets, which are to be signed for by each homeowner. The packets contain Stonegate Homeowners Association By-laws, Declaration of Covenants, Conditions

and Restrictions and Amendments 1-5, as well as Stonegate Homeowners Association Maps with each homeowner's lot number. Packets are to be kept with current owner and passed onto new owner in the event of the sale of the home. PDF copies of all documents will be available at www.stonegateincape.com/document library

The welcoming committee will hand out a packet to new neighbors in the event that one is not left in the home when sold.

- Maria Hughes and Daryl Negele have both volunteered to head up the Decoration Committee.
- Jenn Schmitz and Michaela Goodwin, Stonegate's new Welcoming Committee, will be in charge of planning a possible neighborhood block party and/or holiday party. Kids only party also mentioned.
- The Landscaping Committee will be put on hold until the spring. Tim Trachimowicz will be in charge.
- Jill Palmore has offered to host a springtime cocktail party. Anyone interested in hosting a party in the future can contact Jill Palmore.
- Furnace flue cleaning scam. A neighbor was contacted about a furnace flue cleaning service. Upon checking with her heating company, Dead River, she was advised that the service was a scam.
- Stonegate in Cape Facebook page is a closed page but open to all neighbors. Send friend request to gain access.
- Neighborhood information database distribution. Opt in/out information will be sent out with dues statement.
- President Sheila Pinette spoke about reaching out; being kind & friendly to your neighbors, help out when you can, lend a helping hand. You never know what others are personally dealing with.

Meeting adjourned at 8:02pm

