

Spice Hill Woods Homeowner's Association

Spice hill Woods

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Board Meeting Minutes

Annual Meeting, December 4th, 2018 @6:30pm

Mel Carnahan	Adam Gora	Kimberly Parks	Valerie Steiner	John Lezak	Branden Bergeron
President	Vice president	Treasurer	Secretary	Property Mgt	Tech Support

Attendees: Board members Mel Carnahan, Kim Parks, Valerie Steiner, and Branden Bergeron, along with 15 other unit owners.

The meeting was called to order at 6:32pm. Board members were introduced.

Kim reviewed the 2018 budget and Actual Expenditures.

Items specifically brought up for discussion:

- **Association dues/ Revenues** – 2018 was very successful with collections. 98% was collected with 3 residents only not having paid. 1 is in bankruptcy and the other 2 names have been given to the attorney. We have initiated the lien process. Of those that haven't paid, 1 was for one year and the other has not paid for 2 years. Late fees and attorney fees will be charged to those unpaid unit owners. We also collected \$303 from 2017.
- **Relocation Packages** have brought in revenues from 14 of the 16 houses sold this past year. 1 did not pay. 1 stopped payment on a check after they moved and the other was a "for sale by owner". We have been sending letters to the unit owners and attorneys of those that are selling and this has helped. Relocation packages include a copy of the rules, by-laws, and reports as to whether the previous unit owner paid.
- Landscaping was slightly under budget at the time of the meeting but we still have more to do.
- Stamps and mailing slightly over by all the mailings done for relocation package letters, unpaid dues letters, etc.
- Officer's Insurance was \$998 under budget.
- Accounting Fees- audit not done yet for 2016 under the old board, but we really don't have the numbers due to lack of paperwork and receipts from the previous board. We will do a 2017 and 2018 joint audit for an estimated \$3000.
- **Looks like we will be coming in under budget due to our great collections this year!**

New 2019 Budget

- **Collections** we are estimating at 95% and we are basing the relocation packages on 7 sales.
- **Landscaping** is going up so we can redo the center island. Considering putting daffodils, lilies and stone to get it as maintenance free as possible. We want to make it as nice as possible for prospective homeowner's. We also need to move the 5 trees on the farm side which will die if left to grow under the larger trees.
- A unit owner mentioned doing away with the center island so the entranceway would be wider and we wouldn't have to worry about snow plow damage. May be a town issue, they may own the island.

May be safer to have a median. It was brought to our attention that in the past the fire department has made us remove the trees once they became too large.

- A unit owner brought up the sinkhole down by the retention pond. The town said they are out of funds to repair the sinkholes. However by complaining to the town and threatening them with liability issues at Halloween, they did fill 2 sinkholes on Curry Lane.
- A unit owner then brought to our attention that there is another retention pond further down towards the end of Spice Hill on the right. We are supposed to be maintaining both of them.
- A unit owner brought up that someone from Sherry Drive has been disposing of their leaves and some logs in our retention pond area.
- A unit owner brought up that several unit owners are not clearing brush and shoveling the sidewalks.
- A unit owner asked about ridding of waste. One must call the town and go to the transfer station.
- Kim added that the money for the center median project would be coming out of the cash account and would not be an expense put on the unit owners.
- **CD's in reserve** – We will leave our reserves, about \$20,000 in CD's alone. This was okay with everyone at the meeting. We do not plan to use this money to offset association dues.
- **Holiday Lighting** not as high on the trees this year. Some people on Facebook complained about the color. We may want to add outlets and lights to the poles??
- A unit owner asked if extra money in account, why do we need to increase the dues. The increase in the dues is only about \$500 which may be surpassed by everyday inflation. We still have about \$6000 left for this year in expenses and we are adding \$5500 in 2019. We will only have about a \$3000 cushion. We are trying to keep the budget balanced but leaving extra money as well for other things that may arise.

We are proposing a \$5 increase to the Association Fee for 2019, from \$82 to \$85. .

Mel Carnahan made a motion to approve the budget for 2019, and Brandon Bergeron seconded the motion. All were in favor.

Other things addressed by Mel.

- We may do more this year to bring in more people to the tag sale such as having food trucks present.
- We will be aggressive in getting dues collected.
- Anyone interested in being on the board, please let us know. Most members are on their second year.
- Complaints against bylaws such as people leaving trash cans out, boats in the yard, etc. will be addressed with 1st letters and then a second letter if needed. If you have any concerns please notify us, privately if you prefer, and we will look into it.

Mel made a motion to end the meeting at 7:35pm, the motion was seconded.