

Tottenham HOA Meeting Minutes – June 13, 2024

Order of Business. The order of business at all meetings of the members shall be as follows:

Meeting called to order 7:03 P.M. Present from the board were Dennis Hussey, Terri Mulholland, Sarah Taylor, Mike O'Callahan, and Alexis Gavin. Also represented were three homeowners.

- (a) reports of officers starting with Budget, Dues payment status and penalty assessment.
 - a. Treasurer Update:
 - i. We have one person on a payment plan and is making regular payments, two other properties are in progress of working through payment options.
 - ii. The spend looks to be low so far this year to date, but traditionally we don't have many expenditures in the first quarter.
 - iii. Road repair will be higher than budgeted because of the quotes that we got in, but we will likely not spend all of the sidewalk or detention pond budget – so there's potentially an opportunity to reallocate some of that budget for the higher than anticipated costs for road repair work.
 - 1. Sidewalk repair would be a mix of potentially lift-and-level as well as replacement.
 - 2. The board will reach out to Dominic and American Concrete to get quotes for sidewalk repair for common areas
 - iv. There are many areas that need some money in reserve – there are big expenses that we are responsible for. A list has been put together of all the areas requiring additional reserve funds for consideration as part of budget planning for 2025.
 - v. For the three homeowners who are in arrears several years on dues, the board approved reaching out to Hirzel Law to begin the collections process.
- (b) reports of committees.
 - a. Beautification Committee
 - i. The committee has gotten quotes for additional work for the front entrance (removing the top few inches of topsoil and replacing it so that we can put in new grass ourselves).
 - ii. There isn't a recommendation yet – recommendation to come to the board in the August meeting with an outline of the identified project and quotes that have been gathered.
 - iii. The goal is that this work would be done in the fall timeframe.
 - b. The idea of the beautification committee seems to be working well so, ideally with new board members joining we'll be able to stand up additional committees to focus on things like the roads and other areas that need additional attention in the neighborhood.
- (c) Election of Directors
 - a. We have seven individuals who have expressed interest in joining the board – there's nothing in the by-laws restricting participation.
- (d) New business:
 - Speed Limit Signs Installed
 - Also, a sign indicating there is no outlet has been installed at the front of the community.

Detention Pond Maintenance

- The grasses planted around the ponds last year appear to all be dead. Is there any sort of recourse/warranty for replacement? As far as we are aware – if they are truly dead, we will need to pay to replace them.
- We are going to get a quote from Keith for the maintenance to address any critical stone replacements.

Front Entrance Brick Wall Maintenance

- There is damage to the walls in the front entrance, patches with mortar missing but also more significant damage than what is visible from the road.
- Brian met with two contractors to discuss – it seems that we are getting to it at a time where the damage is still fixable.
 - o 5-10 years left of life if we do nothing, if we repair and seal/waterproof we should be able to get 25-30 years out of the walls still.
 - o Quotes have been submitted to the board starting from \$6500.

- o There will need to be some reallocating of budget from other categories (potentially sidewalk and detention pond improvements to cover the amount needed to maintain the walls).

Road Repair – meeting with township supervisor

- There are 413 miles of road in Canton – 124 miles are private roads (e.g., our neighborhood) – meaning there is no financial assistance from the state, county, or township for road replacement. We have one mile of road.
 - o There is no plan in place at the Township level to support the associations who will have to deal with upcoming road replacement at a larger scale. Mike is in continued conversation with them to encourage some sort of program or attention on how to replace these roads and keep them maintained.
- Our roads are 25 years old which is reaching the maximum expected useful life.
- Cadillac Asphalt and the Township have both been contacted to try to nail down how much it will cost to replace/repair.
 - o Hoping to walk the roads with the Township engineer to get a better idea.
- The options are to decide between resurfacing (take off the top layer and put it back) or waiting longer until the road falls apart and needs to be completely replaced down to the base.
 - o 5-years from now probably in the range of \$300K to just take the top off and resurface (not having to redo the base).
- The quotes for repair this year are trying to buy us time to continue to build more of a reserve to address the larger road repair efforts.

Governing Document Draft Review

- We have revised drafts of the Articles of incorporation, the master deed and the bylaws from the lawyers – between now and the next meeting, a review needs to be done to be able to determine if the drafts are acceptable or need additional revision.

Election

- We got some feedback from people who didn't like the methodology for voting – there is a potential software for consideration, but this isn't a priority at this time.
- There were seven people elected to the board for a two-year term: Nadia Aurfan, Mike O'Callahan, Sarah Taylor, Brian Watters, Renee Bergmooser, Tarulata Shah, and Michelle Murad.
- Welcome notices will be sent to new board members by Dennis prior to the August meeting.

Meeting adjourned to 8:40 PM