

## **Tottenham Homeowners Association Board Meeting Minutes Thursday, September 22, 2022**

The meeting was called to order at 7:05 pm. Present were Joe Holt, George Taylor, Alexis Gavin and Sarah Taylor.

The meeting minutes from August were reviewed and approved.

**Retention Pond Cleanup:** Contract with Weed Eraser submitted & approved for spraying the retention ponds to prevent re-growth. Payment will be due. Joe will email the invoice to George for payment. Spears portion of the work has been completed - Joe reviewed the work earlier this month. Asked Brian for an estimate for removal of 2-3 pine trees around Tall Oak pond. If trees are removed, the board recommends replacement with another type of pine tree. Joe will look into a quote from Randazzo's for trees and planting. Landscaping is still required around the ponds.

**Front Entrance Landscaping:** Weed removal was performed. George gave Keith the go ahead to evaluate and provide pricing estimate for sprinkler system update.

**Dead Tree Removal:** Joe reviewed two dead trees on Campbell and identified the tree of concern behind 2985 Tall Oak. Have requested an estimate for the removal of two dead trees. There is a concern that the tree behind 2985 Tall Oak is within our area of jurisdiction - homeowner would need to review property line to determine which side of the line that tree is on. Joe will follow up with an email to the homeowner. Renee also sent an email with a concern about a tree needing to be removed behind their house. Brian scheduled to take a look.

**Little Free Library:** Purchase invoice has been submitted for reimbursement. Keith B. has been engaged for assembly and installation of unit. Location for installation agreed upon at Tall Oak & White Hart.

**Treasurer's Report:** George reported that our 2022 financials are in good standing. A new Sub-Division Maintenance category has been created in the financial statements to track specific costs associated with maintenance activities. Goal is to get invoices out by the end of this month with a due date for the end of next month for homeowners with outstanding dues or roads & infrastructure payments. If there are additional questions, George is happy to answer them.

**Communications Update:** The draft of the September newsletter was reviewed and suggestions incorporated. Distribution is planned for later this month. There are updates underway on the website to make the by-laws available for download.

The meeting was adjourned at 7:46 pm.