

Tottenham Homeowners Association Board

Meeting Minutes

Thursday, September 14, 2023

The meeting began at 7:03 pm. Present from the board were Dennis Hussey, Mike O'Callaghan, Alexis Gavin, Sarah Taylor. Also present were seven homeowners from the neighborhood.

Meeting minutes from the August meeting were reviewed and approved.

Payment Status:

- 2023 Road Assessments and invoices for any delinquent homeowners have been sent

Budget update:

- Board has the action to work on a draft of the 2024 budget to share with homeowners to solicit feedback on focus areas for 2024

Treasurer's Election:

- Ballots will be mailed out on Monday, September 18th with a September 30th deadline to have a Treasurer in place to start in October.

Detention Pond:

- **Question:** What is the maintenance plan for the detention ponds to prevent them from getting out of hand?
 - The plan is to leverage a contractor to maintain the detention ponds and stay on a schedule to avoid the drains getting clogged
- **Question:** Are the detention ponds designed to remediate overflows?
 - Yes - it is designed to help with water overflow and prevent flooding in the event of a storm. The board is working with township engineering and contractors to make sure the ponds and drainage areas are working as designed.
 - The detention pond on Campbell Ct drain may need to be inspected - that was the only street with flooding after the last big storm
- The board has received two quotes for the detention pond by Tall Oak - each quote was around \$15K to clean out and add plants around the outside
- Recommendation forthcoming from Renee for the type of plants best to put around the detention pond

Tottenham Insurance Update

- Dennis plans to review our insurance to determine how it could be helpful toward covering any part of the cost of damages incurred by the recent storms. Also, he is working to confirm that what the bylaws say we should have covered is part of the current policy in place.

Tax forms and filings:

- Tax forms for 2021 and 2022 were submitted. Currently finalizing the 2023 filings for the State of Michigan. Also looking to submit 2018 and prior tax returns as well.

Landscaping:

- There needs to be a decision as to what types of plants to put at the front entrance (grass vs burning bushes, or something else) with a consideration made to the types of roots and height so as to not cause any damage or overshadow the walls.
- Spears was initially contacted to do clean-up of the recent storm damage (trees, branches, etc.) Have had some trouble with getting updates as to when they will be back in the neighborhood to finish the clean-up activities. Have also reached out to another vendor to help with remaining clean-up and are waiting on a response.
- There is a contract that we have for the front entry, but we need more definition in timing and work to be done. It is the intent to look for alternative companies - the current work being performed is less than satisfactory

- The desire would be to get a few reliable contractors to cover the needs of maintaining the landscaping - will be looking to get a proposal from Northstar to expand their responsibilities into taking on more of the landscaping
- As a reference point, Dennis reached out to six landscaping companies - two returned his call, one came to take a look and eventually provided a quote - there is a constant challenge in getting anyone to help (our jobs aren't big enough)

Potential to recruit homeowner help in maintaining some of the areas

- Put together a scope of responsibilities to help define the Beautification committee's goals - we could come up with a solid plan
- Provide Renee with a "wish list" or specifications to determine what would be within scope and what we need outside help managing
- Based on the quotes over the last few years, it will be between \$2-5K per pond to maintain using an outside firm
- Dennis will send Renee a copy of the scope of work he put together for bids on maintaining the ponds

Question: Could we request that the township drive the street sweeper through the community on a periodic basis? Or potentially ask landscapers to blow out the islands while they're out cutting the grass.

Also, area on the right side of the entryway isn't getting watered and the roses are dying - need to water them

Snow plow contract:

- We've received the contact from NorthStar for this winter (2023 and 2024). There doesn't appear to be a change or price increase from last year. It is a flat rate with provisions for work above a certain threshold.

Sidewalk repair - there are hazard areas

- Canton ordinance is responsible for the inspections to enforce their ordinance
- Dennis will reach out to the city to see if they will come perform an inspection to identify areas that need repair
- If we could get everyone on board, we could come have a contractor come out and do everything at once and then allocate out the expense
- There is potentially a liability for the HOA with respect to any common areas and insurance may or may not cover it depending on the circumstances

Electric Vehicle Charging Stations:

- Something for the board to consider and investigate to determine if there are criteria that need to be adopted for standardization

Stop Sign:

- A new sign has been ordered and will be installed when it is delivered
- Additional signage is a future topic for discussion (e.g., speed limit signs, no outlet, etc.)
- Also a topic to include in the next newsletter
- Investigate getting the speed meter back into the neighborhood

Halloween:

- Bring topic up with subdivision across the street to see if there's an opportunity to work together in future years

Community Collaboration:

- The board has reached out to the board in the subdivision across the street to open communications and join forces to share contractors and potentially get more reliable contractors

Christmas lights:

- The price dramatically increased over the last year (from 2021 to 2022)
- Dennis will call the company we used in 2022 to see what the quote is for the 2023 holiday season.

Meeting Adjourned 8:14 PM