



The Common at
Sinnott Farm

www.sinnottfarm.com

Homeowner's Association for:

Quail Run | Spice Bush | Arrowwood | Spring Hill | Timothy Lanes

**The Common at Sinnott Farm, Inc.
Annual Meeting
November 19, 2015
7:00 p.m.**

MINUTES

Board Members in Attendance:

Ann Hanks, President
Diane Prescod, Vice President
Maria Stonecipher, Secretary
Penny Jackson, Treasurer
Myron Stewart, Director
Joe Timbro, APM

Call to Order: Ann Hanks called the meeting to order at 7:03pm by welcoming all homeowners in attendance.

Meeting agenda: Sent to all homeowners in last mailing.

Proof of Notice: Ann Hanks stated as required by the Association By-Laws, section 3.5, a packet was mailed detailing all the necessary information pertaining to the meeting.

Presentation of Board: Each member introduced himself/herself stating board position.

Approval of the November 20, 2014 Minutes: The minutes were sent out with the last mailing. Ann asked homeowners if they had any questions or comments. Rob Thompson made a motion to approve the minutes and it was seconded by Julius Prescod. The motion was approved.

Report of Officers and Committees

Year in Review: Myron Stewart reviewed some neighborhood highlights of 2015. The Board of Directors continued to reduce outstanding dues and prudently managed community finances within the framework of the Declaration and Bylaws. APM has been instrumental in helping the board collect fees and following up on past due accounts. Vision, the new management company will do the same.

The board has stepped up communication with our landscaping company to ensure that common areas are being appropriately maintained to the expected standard. Community members were encouraged to contact board members if they are not satisfied or if something has been overlooked. Our contract with Russo has been re-negotiated for the next three years. Although everyone is not happy about the “walk abouts” that take place semi-annually, these are done to help keep the community looking good and safeguarding our property values. It is a part of living in Sinnott Farm that all residents knew about when they bought their homes.

The website continues to be maintained by Bobby Woods. We appreciate all the time and effort he puts into doing this for us.

The board has become proactive in reducing our water usage. The sprinklers were not turned on until necessary and turned off in September in order to cut our costs. Our water bills do not reflect a reduction because the cost of water has increased by 6%.

There continues to be a quarterly newsletter that accompanies our mailing of invoice fees.

The sealing of cracks on all five lanes took place this spring. These repairs will help extend the life of our roads. Repaving of the roads is very expensive and money is being put aside for this future project.

ByLaws/ Covenant Committee: Leslie Woods, chairperson, was not able to attend the meeting. Jeff Olmstead presented the report. The committee has made significant progress in reviewing the bylaws and rules of Sinnott Farm. The committee is updating and evaluating these to keep them up to date with the times and incorporate all new rules in the documents. The Covenant Committee is in charge of approving changes made to homeowner's properties and conducting "walk abouts". The committee is always looking for volunteers.

Welcoming Committee: Jeff and Gwen Olmstead are the co-chairpersons of this committee. Jeff shared that in 2015 there were 7 new residents and he and Gwen made 5 visits. They take time to discuss the bylaws and rules of the community during these visitations. They now have a booklet to leave with the new owners or renters that will include general information and answers to frequently asked questions.

Election of Inspectors of Vote: Ann asked for a couple of volunteers to count votes in the election. We did not need to have a counting as there were just enough candidates to fill the vacancies.

Financial Report and Presentation of the Budget: Penny Jackson reported that the number of past due accounts is currently "one". We are on track to come in under budget for 2015. Penny also shared that \$10,000. was moved into savings from the checking account. Penny reviewed the 2015 budget and shared the variance in all areas. Water, electric and extras (snow removal and sprinkler replacement) were over budget. The current account balances that were reported as of October 5, 2015 were:

Operating Fund:	\$15,218.50
Reserve Fund	\$ 5,000.
Capital Expenditure:	\$45,992.93
CD Account:	\$25,533.99
Total:	\$91,745.93.

The new 2016 budget was presented by Penny Jackson. It contains a 6% increase in fees. This increase is to cover the additional cost of maintenance, management and the rising cost of utilities. It also allows for more money to be put into savings for future road repairs. The new budget is set at \$67,320. And reflects an additional \$15. per quarter/ per owner. (\$60./year) The budget passed as there was not a 2/3 majority of homeowners to reject it.

Election of Members of the Board of Directors: Ann explained that volunteers or nominations would be accepted for 4 vacancies. (1 for a one year term and 3 for a two year term) Ann nominated Jeff Olmstead and Myron Stewart. Julius Prescod nominated Diane Prescod. Ann Hanks nominated Harriette Howard. A motion was made to accept the nominations by Barry Moran and seconded by Bobby Woods. There was no vote as there were 4 slots and four nominations. All 4 nominees will be on the 2016 board.

Homeowner Comments & Questions:

Harriette Howard asked why it was necessary to increase the dues. Myron responded that there had not been an increase since 2011. The cost of doing business has increased. Roads will need to be paved in the future and we need to save more money to help us be prepared when that time comes.

Syed Hussain asked about when Spring Hill would be ready for paving? Penny responded that it should have already been done but the sealing of the cracks has extended its life.

Syed Hussain complimented the job Russo had been doing this past winter with the plowing. He appreciated Russo's early morning arrival. The board reminded the homeowners that it was their responsibility to clear their mailboxes and driveways. If the plow drops more snow back into your driveway, it is your responsibility to clear it and not fault the plow driver.

Syed Hussain asked why we were switching to a new management company. Ann Hanks shared that APM was no longer able to respond to our needs and was asking for an increase. The new company (Vision Management) is smaller and we will have less people to coordinate with and we are hopeful about a better working relationship. Homeowners will be receiving coupon books that will accompany the fees to be sent in quarterly. The fees will be sent to a lockbox and be deposited immediately.

Rob Thompson asked if there was any information about the town taking over the Sinnott Farm roads. Ann Hanks responded that there had been no news and this was not a board project.

Myron Stewart reached out to the residents to help keep our community looking good and pitch in to pick up trash and make sure their guests do the same.

Motion to Adjourn: Made at 7:55pm by Rob Thompson and seconded by Jeff Olmstead. The motion passed.

Respectfully submitted,
Maria Stonecipher
Secretary