



The Common at  
**Sinnott Farm**

[www.sinnottfarm.com](http://www.sinnottfarm.com)

Homeowner's Association for:

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

**The Common at Sinnott Farm, Inc.**  
**Executive Board Meeting**  
**September 6, 2017**  
**6:30 p.m.**

**MINUTES**

**In Attendance:** Jeff Olmstead  
Diane Prescod  
Myron Stewart  
Cameron Toper  
Syed Hussain  
Chris Weiland, Vision Management

**Homeowners Present:** Aija Zigmunds  
Deanne Lawrence

**Call to Order:**

The meeting was called to order by President, Jeff Olmstead, at 6:33 p.m.

**Homeowner Comment Period 1:**

Aija Zigmunds thanked the Board for working to resolve the situation on Quail Run Lane due to noise from basketball playing. She stated that it has improved, however she expressed concern regarding the condition of the property. She also shared that she was in touch with a real estate agent who confirmed the validity of the research she had done on the internet detailing the negative impact on property value that noise and unkempt property have. The Board thanked her for sharing that the noise issue had improved and the information obtained from the real estate agent.

**Minutes:**

A minor change in the draft of the August 2017 minutes had been requested by Jeff and will be made by Diane. This change will reflect that one homeowner attended the July Community Forum but wished to share block watch information rather than discuss the Rules document. A motion to approve the minutes of the August 2017 meeting as they will be amended was made by Syed Hussain and seconded by Cameron Toper. The board voted unanimously to approve the minutes.

**Financial Report**

-As of August 31, 2017:

- Two accounts are in collections and one account that has not paid second quarter dues. A reminder statement was sent on August 13, 2017.
- Reserve account balance \$110,958.43
- Operating balance \$10,739.20
- Expense for water year to date is at \$1,811.25 which is well below the budgeted amount of \$4,000. Water usage is being carefully monitored and should come in under budget for the year.

## **Manager's Report**

- Street Lamps – three lights were out, one has been fixed. Two on Spring Hill need parts. Chris will contact the homeowner who reported the issue and let him know the status.
- Discussion relative to request for street lamp in the parking lot by the park. Diane unable to schedule and attend a meeting with Town officials due to her work schedule. Myron will attempt to contact appropriate individual(s) and schedule a meeting. Jeff will attend with him.
- A meeting has been scheduled with the homeowner at 16 Quail Run on September 9 at 11:30. Diane and Jeff will attend once confirmation has been received. To date, the debris in the woods has been removed as well as some refuse from back yard. Bikes are being left out front but issue around basketball playing have improved. Conversation with homeowner will center around type of community we have and the importance of maintaining property so that there is no negative impact on property values of surrounding homes. This will also provide us the opportunity to acknowledge everything the homeowner has done to date.

## **Service Requests**

- See Managers Report (Street Lamps)

## **Correspondence Report**

- Homeowner on Timothy – Weeds along curb line again. Russo has been notified and responded.
- Homeowner on Spice Bush – Driveway repair request
- Homeowner on Spring Hill – Landscaping

## **Committee Reports**

**Beautification Committee** – Penny Jackson submitted a report with recommendations to Jeff, however it was just received so there has been no opportunity for review. Report will be distributed to all Board members for review and discussion at October meeting. Diane mentioned that one of the mugo pines at the entrance to the community by the Sinnott Farm sign appears to be dead and should be removed.

**Welcome Committee** – There is a new homeowner on Timothy; Paula and Lesia have been notified. Jeff has supplied them with “talking points” and the brochure.

## **Old Business**

**-Paving Study** – A plan was presented covering the next 15 years with the objective being to ensure the Association has sufficient funds to repair/replace lanes by increasing maintenance fees nearly every year. Under this plan, Spring Hill could be repaved in 2020. The plan will be presented to homeowners at the annual meeting as a plan only – it will not go to a vote. The only vote taken involving finances will be to approve or reject the proposed 2018 budget.

Discussion ensued:

-Syed stated he felt it was a good plan to avoid a special assessment.

-Diane stated that while the need to finance road repair is clear, she is concerned about the reaction of homeowners when they see that at the end of the plan, maintenance fees will be over \$400 per quarter – the Board needs to anticipate this and be prepared with facts and figures to explain the plan.

-Jeff suggested that Board members agree on the plan, date it, and prepare to present it to homeowners at the annual meeting. He further suggested that homeowners be able to review the paving study if they like so he will include information in his letter to homeowners on how this can be done.

**-Catch Basin Replacement** – With \$6,500 we can repair/replace 2 doubles and 3 singles. Chris will

Contact New England Blacktop to assist in determining which ones on Arrowwood are most deteriorated to get this project completed this year. A motion to spend up to \$6,500 to repair/replace highest priority catch basins on Arrowwood Lane was made by Myron Stewart, seconded by Cameron Topper and passed unanimously.

**-Website** – Mark at Vision can upload documents but Jeff still cannot. Agendas and minutes have been uploaded. Go Daddy has been paid through February 2018 however the next Board needs to consider either an upgrade or changing to a new provider and rebuilding the site.

**Basketball Issues on Quail Run Lane** – Issues have abated and will be discussed again with homeowner during 9/7/17 meeting. We will continue to monitor the situation and the Board extends thanks to Chris for his many contact with the homeowner and assistance.

### **New Business**

**-Sharon Street Development Proposal** – Syed provided information – the hearing was postponed as the developer was unable to attend. A meeting was held prior with the Wetlands Commission where it was determined that the project will have no impact on the protected areas. Neither will there be any impact on Sinnott Farm. All homeowners within a certain distance of possible construction have been notified, ergo the onus is not on the Board to communicate any information. Thanks to Syed for attending the meetings.

**-Pond Maintenance** – Brush-hogging was on the agenda for 2017. The ground must be hard or frozen for this to occur. We received 2 quotes (\$1,200 and \$1,400). Russo is willing to work with us given that we set aside only \$600 for this work this year and will brush hog about half of the area. It was suggested that we budget \$500 or \$600 each year for this work. A motion to spend up to \$600 to brush hog as much of the pond area as possible was made by Syed, seconded by Myron and passed unanimously.

**-4<sup>th</sup> Quarter Homeowner Packet** – The packet will include invoices, the newsletter (Diane will add date and time of annual meeting), the letter from the President, and a copy of the new rules which go into effect October 1<sup>st</sup>.

**-Annual Meeting** – The 2017 annual meeting will be held on Wednesday, November 29<sup>th</sup> at 7:00 p.m. Chris will reserve the community room at the Bloomfield Police Department.

**-28 Spice Bush Lane** – Homeowner will be sent a second letter regarding items that need to be addressed and a timeline will be requested. If there is no response, the Board will take further action.

**Homeowner Comment Period 2** - None

### **Executive Session**

The Board adjourned to Executive Session at 8:42 p.m. and concluded at 8:49 p.m. No votes taken.

**Next Meeting** – The next meeting will be held on October 4<sup>th</sup> at the home of Myron Stewart. Agenda items will include preparation for the annual meeting, the website, the beautification plan, draft of operating plan for 2018.

The meeting was adjourned with a motion made by Cameron Topper, seconded by Syed Hussain, and approved unanimously at 8:54 p.m.

**Respectfully submitted,  
Diane Prescod**

