



The Common at
Sinnott Farm

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Homeowner's Association for:
Quail Run | Spice Bush | Arrowwood | Spring Hill | Timothy Lanes

The Common at Sinnott Farm, Inc.
Annual Meeting
November 20, 2025
6:30 p.m.
Bloomfield Police Department Community Room

MINUTES

President Patrick DeLorenzo called the meeting to order at 6:34 p.m.

Roll Call:

Present: Patrick DeLorenzo, President
Julius Prescod, Vice President
Wayne Wnuck, Treasurer
Diane Prescod, Secretary
James Lyman, Director

Mason Brennan – Property Manager

Absent: None

Homeowners Present: Diane and Julius Prescod
Wayne Wnuck
Patrick DeLorenzo
Jim Lyman
Bonny Hollis
Elizabeth and Jeff Cahill
William Distasio
Susan Sturtevant
Orlando Hugget
Camara Bandoo-Hugget
Deanne Lawrence
John Mayar
Sharon Okoye
Chris and Kathy Rohrs
Rob Thompson

Proof of Notice of Meeting:

Mason Brennan provided proof of notice of annual meeting which was sent in accordance with State statute. Mason reminded everyone that they can opt to receive information via email by filling out a form giving the management company permission.

Approval of November 2024 Annual Meeting Minutes:

Diane stated that the minutes were reviewed for accuracy by Board members and then posted to the website as a draft. She then called for a motion to approve the November 2024 Annual Meeting minutes which was made by Jim and seconded by Julius. The motion passed unanimously. The word “Draft” will be removed from the minutes as posted.

Year in Review - Patrick reviewed the goals the Board adopted as a result of the Homeowner Survey sent in January 2025:

-Continue communications with community via website, newsletter and posting meeting minutes in a timely manner. Julius maintains the website and updates regularly. Diane writes the newsletter quarterly, and meeting minutes are posted usually within 2 to 3 weeks of the meeting. Diane also writes the meeting agendas which are posted to the website at least 10 days prior to the meeting.

-Hold Community Picnic Again in May or June – The picnic was scheduled for the last Saturday in May but unfortunately was not held due to weather and was rescheduled. The weather did not cooperate on the rain date either, however, the Board will schedule a picnic in May or June of 2026.

-Negotiate contracts in an effort to hold costs down – Unfortunately, costs are rising in many areas, however, the board continues to try and find ways to manage our costs and stay within our budget framework.

-Work with the management company to reduce the number of homeowners behind in fees – The number and amount of maintenance fees past due remains a concern but the board continues to work with Westford to ensure that our protocols are followed and fees are collected.

-Continue to work with SJN to ensure that common areas are maintained to standard – Via Westford, the work done by SJN is monitored and any issues are reported and have been resolved in a timely manner.

-Work with Westford to address properties not being kept to standard/rules violations – The board continues to work with Westford to address situations as they arise and ensure that our rules and protocols are followed.

In addition to the above –

-Fertilization was done per contract to include Deerfield Road.

-The repair and repaving of Ryefield Hollow Drive North was finally completed.

-Speed limit signs were requested and have been posted on Deerfield Road.

-The board has continued to work with Westford to improve communication and responses to homeowners.

-Needed tree work is being or has been done throughout the community to include both Ryefield Hollow and Deerfield.

-Our contract with SJN has been renewed (3 years).

-The needed road repair on Spring Hill Lane has been completed.

-Continue working with Westford to improve communication and responses to homeowners.

Reports of Officers and Committees:

Beautification Committee – Chair Deanne Lawrence – Not much work done beyond tending beds at the entrance to lanes. Special thanks to Myron Stewart, Kathy Rohrs, Mary Winchell who tended the beds on Spice Bush, Timothy Lane and Arrowwood Lane respectively. Volunteers are needed for the beds at the entrances to Spring Hill and Quail Run. Deanne requested that this be included in the Winter Newsletter. She added that the lilacs are coming back and will continue to be tended. Also, spring and summer flowers will be planted at the lane entrances again.

Welcome Committee – Chair Jeff Olmstead was unable to attend the meeting but sent a report indicating that the committee was notified of three closings during 2025, one on Timothy Lane and two on Quail Run Lane. Contact was made with the new homeowners on Timothy and one of the new homeowners on Quail Run. The other homeowner on Quail Run will be contacted soon.

Covenants Committee- Chair Diane Prescod reported that the Committee received 14 Alterations Requests during this year, half which were for the removal and/or replacement of dead or dying trees. In addition, two requests were submitted for new roofs, one for a new AC unit, two for solar panels, one for work on front steps and one for a pod in a driveway while the homeowner had the garage floor replaced.

Diane gave a “friendly reminder” that our Rules require that any project that alters the appearance of the outside of a home, to include tree work or major landscaping projects, must first be approved by the Covenants Committee.

She then thanked committee members Louise Moran and Jeff Olmstead for the time devoted and prompt responses to each request submitted. Patrick added that the Alterations Request form is on our website and is easily accessed. Julius pointed out that it is located under the “For Homeowners” tab.

Website Committee – Chair Julius Prescod reported that the website’s domain name was renewed on February 6, 2025 and is good for 2 years. The website itself was renewed on February 24, 2025 and is good for 2 years. Our site is a good place to go to for information about our community and has been running well

Election of Inspectors of Vote: Mason asked for a volunteer to assist with vote counting – Deanne Lawrence volunteered.

Presentation of 2026 Budget:

Treasurer Wayne Wnuck reviewed the 2025 budget and presented the projected expenditures/budget for 2026 – highlights were:

-An explanation for the need to increase maintenance fees from \$350/quarter to \$370/quarter was presented. Wayne displayed a graph that tracked increases over the past several years and stated that anticipated expenses drive the budget, thus the need for the fee increase.

-Funds set aside for payment due under the CTA were not used as the Act was judged not applicable to HOA's – this explains why we are under budget for the Management Company.

-We are significantly over budget in Office Expenses due to mailing expenses and the website renewal fee coming due however the renewal is good for two years.

-Landscaping and Snow Removal is our largest expense. Our contract with SJN expired in October and, after the RFP process, we signed a new three-year contract with them. Although it represents an increase over the prior contract, the cost will remain the same over the life of the contract.

-A minor road repair on Spring Hill cost more than the \$500 that was budgeted.

-Property and Liability insurance cost was significantly higher than anticipated and may be even higher when policies need to be renewed in March.

Currently, our balances are –

Operating Fund	\$ 19,767.64
Reserve Fund (Money Market)	\$ 34,208.51
11 Month CD	\$ 30,599.27
23 Month CD	\$ 30,554.71
TOTAL	\$115,130.13

Election of Members to Board of Directors:

Sixteen ballots were received and tallied by Mason Brennan and Deanne Lawrence. Julius Prescod and Wayne Wnuck were re-elected for two-year terms with 14 votes each. Susan Sturtevant was elected to the Board for a two-year term with 11 votes.

The proposed Budget for 2026 passed with 12 votes in favor and 3 opposed.

Homeowner Comments and Questions:

Chris Rohrs asked if we are still on track in terms of savings for road replacement. Wayne responded that yes, this is why we continue to put as much as possible into reserves. We anticipate Spring Hill will be the first lane in need of replacement. When we did lane work two years ago, DPW suggested at that time that we do the microsurfacing which usually extends the life of the road for 5-7 years. Spring Hill will cost somewhere upwards of \$130,000 – we currently have about \$90,000. If we continue to save at our current rate, we should have about \$160,000 by 2028. Chris then asked if microsurfacing can be done a second time. Wayne responded that it might not be worth it for Spring Hill but might be possible for other lanes.

Susan Sturtevant asked if the roads are original. Patrick responded that Spice Bush and Quail Run had been replaced once – we have gotten about 20 years out of each lane.

Jeff Cahill expressed concern about increased traffic on Ryefield Hollow Drive North due to new homes that were built. Patrick responded that this should not be an issue because there is access to these homes via Ryefield for emergency vehicles only – the access through the wooded area at the end of Ryefield is chained.

Deanne Lawrence asked if the Board anticipates continued management fee increases. Wayne responded that this is difficult to predict. Landscaping and snow removal is the major portion of our budget but the new contract signed in October holds the price for three years. Insurance is a “wildcard”. He further stated that it is a good idea to continue to put as much as possible into reserves and would even be a good idea to increase the contribution if possible. The management company fee is also a large expense so fee increases will depend on how prices hold.

Orlando Hugget asked if there was any update on the pond. Patrick responded that when Jonny Baranowski was president, the ad hoc committee was formed and they gathered some information but never made a recommendation to the Board. What we did learn was that any option chosen would have been very costly and we just don't have the budget for it.

Camara Bandoo-Hugget continued the subject of the pond stating that it is difficult for them to enjoy their yard due to “critters” from the pond. She further suggested that brush hogging be done more than once. Patrick suggested that when the community survey is distributed in January that this be included.

Rob Thompson extended his thanks to Board members for their work on behalf of the community.

Jeff Cahill asked if the Town owns the open space where the swings and tennis courts used to be. Patrick answered that yes, that area is Town owned.

Orlando Hugget asked if anything is being done about the home on Quail Run that is in such poor condition. Patrick responded that the Board is working with our management company and our attorneys. We are aware of the issues and are pursuing what we can do but, unfortunately, these things take time.

Susan Sturtevant asked if the \$750 set aside for legal expenses is sufficient. Wayne responded that the amount was set based on what was spent this year, however, if there were additional expenses this year, the Board would have to decide from where to take the funds.

Susan Sturtevant asked if we have the rate on our Money Market account? Wayne answered that it is very small – about .2%.

Adjournment:

Patrick thanked everyone for attending the meeting and reminded everyone that Board members can be reached with comments or questions via email. The meeting was adjourned with a motion made by Diane, seconded by Jim, and approved unanimously at 7:43 p.m.

Respectfully submitted,
Diane Prescod
Secretary