

The Common at Sinnott Farm
Bylaws/Covenants Committee
Meeting #3 in 2014

Minutes

Date: June 28, 2014

Place: 22 Arrowwood Lane, Woods Residence

Attendees: Leslie Woods, Louise Moran, Jeff Olmstead, Ann Hanks and Eric Schaefer of APM

Call to Order

Chairperson, Leslie Woods called the meeting to order at 10:38 am.

Eric Schaefer was introduced to the Committee as the new Property Manager replacing Pat Williams who has left APM. Eric stated that Linda Schmidt of APM will also be available to assist the Sinnott Farm Community. Each committee member then introduced themselves and gave a brief overview of their service to the Sinnott Farm community.

Leslie Woods explained the function of the Bylaws Committee as well as the Covenants Committee and how they relate to the overall community and the Board of Directors.

Mr. Schaefer stated that APM has a number of properties that they manage throughout the State and touched on the difference in managing a PUD Association and Condos and how he felt that our Association is somewhat unique. However, he stated that he will be making an effort to familiarize himself with our Declaration, Rules and Bylaws and indicated he should be up to speed very quickly.

The Bylaws Committee discussed the recent "walk about" and the letters that were sent to homeowners. Several homeowners expressed concern regarding the tone and content of the letters. Jeff Olmstead suggested that part of this might be due to the fact that in the past the Association has been "self-managed" and many long-time residents of the Sinnott Farm Community are not aware of the changes that have taken place since the hiring of APM and the separation of the Covenants Committee from the Board of Directors. It was suggested that notice should be given to the homeowners prior to the "walk about." A notice could be posted on the website or perhaps included in the flyer which accompanies the invoices for maintenance fees. This could also include the areas that the Committee would focus on during the "walk about."

Leslie presented two forms, one that could possibly be used by members of the Committee during the "walk about" to create areas of focus. The second form would be for homeowners to use when requesting approval for a change to the outside of their homes. Eric agreed to look these over and compile and present them to the Committee for their review. The form would be changed as needed.

Two areas were addressed which would come under the Covenants Committee:

A homeowner on Timothy Lanes advised the Committee that they have scheduled installation of solar panels on their roof. This request is new to the Committee. Eric Schaefer will research the installation of solar panels in Connecticut as it relates to Planned Urban Development communities and report back to the Committee.

A homeowner on Quail Run has requested permission to install a stainless steel vent on the side of her home. Eric was to call the homeowner and request additional information, such as the purpose of the vent and how high the stainless steel pipe would need to be.

The next meeting date was set for July 26th at 22 Arrowwood Lane, Woods Residence at 10:30 am. Eric Schaefer stated he would not be able to attend, but said he would check with Linda Schmidt of APM on her availability to attend.

Meeting adjourned at 12:08 pm.

Respectfully submitted
Ann Hanks, Acting Secretary