



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 15, 2012
Sacred Heart Church – Room 4
7:00 p.m.**

MINUTES

Board Members In Attendance: Bobby Woods, President
Ann Hanks, Vice President
Jeff Olmstead, Treasurer
Laurie Price, Second Treasurer
Diane Prescod, Secretary

Call to Order: Bobby Woods called the meeting to order at 7:05 p.m. by welcoming all homeowners in attendance.

Presentation of the Board of Directors: Each member introduced him or herself including term and amount of time serving.

Listing of Committees: By-Laws Committee; Covenant Committee; Welcoming Committee and Chairs.

Meeting Agenda: Sent in the last mailing. Bobby Woods reviewed topics and provided explanation of some of the new areas such as Proof of Notice of Meeting.

Proof of Notice of Meeting: Bobby Woods read what is required by State of Connecticut detailing when notice of meeting was sent.

Approval of the November 17, 2012 Meeting Minutes: Bobby Woods asked for questions or comments. Minutes were sent out with the last mailing. Rob Thompson made a motion to accept the minutes, the motion was seconded, and a majority of homeowners present voted in favor of acceptance.

Reports of Officers and Committees: Bobby Woods reviewed reduction of outstanding association maintenance fees; sale of abandoned home on Quail Run Lane; common area clean up; contractors for common area maintenance and snow plowing; new contract with Russo; home sales; replacement of stolen street signs; walk-about. He also shared a recap of what has been accomplished in our partnership with Advanced Property Management (APM) to include mailings; collection of fees; working with attorneys; our Property Manager attending all Board meetings; newsletter; research for contractors. In addition, we have been able to make certain that the Board is in compliance with the CT Common Interest Ownership Act, to include all of the amendments that were adopted by the legislature in 2010.

By-Laws Committee Report: No changes since last year when by-laws were reviewed and revised. They are posted on the website. Report given by Louise Moran.

Welcoming Committee Report: Committee visited 5 of 7 new homeowners – 2 are still pending. Suzanne Petke gave the report. Committee is looking for new members – new volunteers welcome.

Covenant Committee: Ann Hanks reported that we sent out requests for bids and 3 companies responded – Russo came in \$20,000 less than any other company. Ann reviewed new items we negotiated with Russo when we entered into new contract – lanes will be plowed 1 foot from curbs; snow will be piled on islands in cul de sacs, not lawns; stakes will be put up to protect curbs; fire hydrants will be staked and cleared; extra treatment will be used on steeper grades; areas around individual mailboxes can be done but is an extra charge – will be at Board's request; weed control on curbs and in front of driveways will be done in addition to regular lawn maintenance; brush-line will be maintained on Deerfield and Ryefield. The contract cost with Russo is guaranteed and will not increase for 3 years. Ann addressed brush-hogging around pond which will be done this year once ground is cold enough.

Ad hoc Homeowner Report: Marie MacDonald had been pursuing asking town to consider our roads as public. Marie gave her report stating that our roads meet town requirements but they have not been accepted for conversion to public roads and will remain private for the time being. It appears that there will be some future discussion relative to developing town policy and the issue of converting from private to public. Currently, the town does not have a policy regarding private roads and Ms MacDonald is trying to have the town adopt such a policy. The result might be that our roads could then be eligible for acceptance as public roads.

Financial Report: Jeff provided the financial report: significant reduction in amount of maintenance fees owed to the association; transfer of financial functions to APM; increase in capital expenditure fund by \$5,500; we will be slightly over budget for this fiscal year (\$2,614.00 – 4%); budget developed for 2013 is fiscally prudent and keeps maintenance fees at their current level. Jeff then reviewed expenditures for 2012 and projected expenses for 2013 and the variance between the two. Jeff provided the following figures: Operating fund - \$26,279.65; Reserve Fund at \$20,314.02; Capital Expenditure Fund at \$31,975.15; with the total being \$78,568.82.

Election of Inspectors of Vote: Bobby asked that 3 or 4 people volunteer to count votes for election – Gwen Olmstead, Brad Jackson, and Deanne Lawrence volunteered.

2013 Proposed Budget: Jeff explained that according to state statute, the budget proposed by the Board of Directors is automatically approved unless there are 2/3 of the homeowners present or voting by proxy and they vote against it. We do not have 2/3 present or by proxy so the budget will be passed. Jeff reviewed all of the budget categories and what was spent in 2012 and what is projected for 2013. Jeff explained, at the request of a homeowner, why there is Administration and Accounting – 2012 was "0" and for 2013 there is a figure. The reason for this is that we have pulled this expense out of the Administration line item and created a new line item for Accounting.

There was a discussion relative to the amount of watering that was done this past year. If we water less, this will be a cost savings. Bobby explained that the Board needs to be more proactive in making sure that sprinklers are set and adjusted appropriately – which we will do. Another homeowner said that this has been an on-going problem for years and needs to be addressed. Pat Williams added that when it comes time to set sprinklers, we will work with Russo to ensure that we are not being wasteful.

Jeff explained, in response to a question, that the brush hogging will be done this year – we have budgeted for it, and Russo will do the work.

A resident asked if we still have a bookkeeper – Jeff answered no, APM is now in charge of that work.

A homeowner asked about the \$8,200 set aside for work on Spring Hill. Jeff explained that we researched the amount and it is an estimate – we have not committed to any contractor to do the work – this is just an estimate.

Election of Members of the Board of Directors: Bobby explained we will take volunteers or nominations. Penny Jackson of 85 Arrowwood Lane volunteered. Maria Stonecipher resides at 1 Timothy Lane and was nominated by Marie MacDonald.

Nominations were closed and the two residents nominated were voted in by the Secretary casting a vote for each one.

Ms Jackson and Ms Stonecipher both introduced themselves to the homeowners.

Unit Owner Comments and Questions:

A homeowner asked what we can do to illuminate the Sinnott Farm sign at the end of Ryefield; she pointed out that without illumination, the sign is not visible at night which is a problem for people trying to locate our community. Her second comment was about Russo and the snow being piled up in the cul de sacs. Bobby Woods stated that this has been addressed with Russo. Pat Williams stated that she needs to be notified so she can contact Russo and make sure that we are getting the service we need.

A homeowner asked if the chemical treatment used is pet safe. The answer was that the information is on the website and it is.

A homeowner asked if Russo has insurance and if the person on the Board who signs the checks is bonded. The answer is that all Board members are bonded and Russo does have insurance.

A homeowner asked that Russo be notified and advised that snow should not cover storm drains – we will monitor and Pat will ensure that this occurs.

A homeowner asked if the clause remains in the Russo contract allows us to be able to cancel that part of the contract dealing with snow plowing if the town takes over our roads. Jeff answered that the contract has remained the same with some additions but it will be checked.

A homeowner asked when the Board thought we would have to do any re-paving – the cost is quite high. Our roads get less traffic than most so we should get more life out of our roads than the norm. Spice Bush and Quail Run Lanes were re-paved about 5 years ago and Spring Hill may have to be paved in about 5 years or so. In order to fund this, a special assessment could be required.

A homeowner raised a concern about seeing something that appeared suspicious to her – a non-commercial passenger vehicle was observed on Quail Run Lane early in the morning and appeared to be inspecting the storm drains. All homeowners were told they should not take matters into their own hands but should contact the Bloomfield Police Department if they see anything that appears to be suspicious.

A homeowner asked about the expense we incurred to maintain the property at 16 Quail Run Lane last year (2011), and specifically, if the Association recovered the expense in the sale of the property to the new owner in 2012. Bobby Woods answered that we did recover expenses.

A homeowner expressed concern with the use of the terms “Unit” and “Unit Owner” as they imply that we are a condominium association. It was further stated that Sinnott Farm is a community of homeowners and that he (and possibly others) objected to the above mentioned terms.

A homeowner asked if those who would like communications via email, including invoices, can opt for that. Pat Williams stated that the issue has been getting correct email addresses, however with December mailing, she will ask for email addresses and provide this option.

Motion to adjourn: Made at 8:49 and passed.

Respectfully submitted,
Diane Prescod
Secretary