

Minutes of the Hamlet HoA BoD Meeting ** Approved 4/8/21 **
Thursday, Jan 14th, 2021 6:00-8:00 PM via Zoom Video Conference

Attendees: BOARD MEMBERS: Reed Carr (President), Dee Beers (Treasurer), Isabelle Doris (Secretary & Vice-President), Tyler Wainer (Director), Erin Leong (Assistant Treasurer & Assistant Secretary)

HOMEOWNERS: Angela Morales, Ron Bomer

PROPERTY MANAGER: Kate Kinney, Appletree Bay Property Management

The President called the meeting to order at **6:05pm**.

Meeting Minutes Approval:

Motion to approve the minutes of the BoD Oct.29, 2020 Meeting

Moved: I. Doris

Seconded: T. Wainer

Unanimous approval

Motion to approve the minutes of the Special Meeting on Nov, 5, 2020.

Moved: I Doris

Seconded: D. Beers

Unanimous Approval

Community Comments:

- Rebecca Randall, via Kate Kinney, asked about Renters Regulations. Kate responded to Rebecca that regulations are not finalized. Board agreed to discuss a special meeting for the purpose of finalizing regulations for leasing out one's home.
- There were no other community concerns presented.

Property Manager Report

- Report on progress for 2020 maintenance items: Chris Mason pulling report together. Reed asked about prioritizing. Ron states that Chris seems to be on top of that. Kate asks that if anyone has another vendor to suggest for maintenance work, please get it to her. Reed asks that Kate get a note out to the community asap as soon as there is anything to report about the quote or timing.
- Reed and Dee will review the Reserve Study to see what items come up the soonest for maintenance and discuss what needs to be done.
- Kate responds to comment about the Mail-In Payment Coupons that were ordered in error. ABPM is paying for them, but now that homeowners have them, they should feel free to use them.

Financials:

- December 2020 Report:
 - Overall, the association stayed under budget and reserves are growing. Pleased with year-end report.

Stormwater Management Update

- Information gathering meeting outside today with John Pitrowiski of Trudell Consulting Engineers, Reed Carr, Tyler Wainer, Ron Bomer and Kate Kinney. Overall, attendees were pleased with John's ideas and want to work with him. Reed asked Dee if the two of them could meet to discuss where there might be lines in the budget that can be used to pay a retainer.
- John needs to look at several documents, to include maps, then will do some monitoring and eventually, make recommendations to resolve the issues being experienced by Hamlet households due to stormwater.

Transition Committee Update

- Tyler reports that he is the only one left on the committee right now. He would like to have a 3-or-4-person committee and Reed will work with him to pull that together. Ron Bomer volunteered to be on the committee.
- Tyler has figured out the insurance and states that no changes should be made at this time. The March renewal of Master Policy should remain as is and no one needs to change their individual policies at this time.
- Tyler reports there are many details to work out, specifying exactly where the lines are drawn between what the association is responsible for and what individual owners are responsible for. The committee will have to draw up a plan to bring before the community for a vote.
- Reed & Tyler will work together to get the amendment prepared for recording.
- Isabelle reports no word from banks regarding their acceptance of changes to declaration.

Snow Storage and Winter Parking Update:

- Tyler reports that DiStefano will be blowing snow, not plowing, so there will be no snow to move away from streets and homes. A large storm might require that snow be moved away and DiStefano will truck it to the snow storage site as necessary.
- Kate has received no questions from community members about parking.
- The town states that they have authority tow any cars parked on the street when snow needs to be cleared. Homeowners have been notified of town policy to 1. Warn, 2. Ticket, 3. Tow.

Amendments to Rules & Regulations

- Isabelle prepared drafts of the changes to two regulations that had been discussed at the annual meeting. Her draft about changes to the Trash Container rule were voted on:
Motion to approve by D. Beers; Seconded by I. Doris. Unanimous Approval.
 The full approved verbiage is as follows:

Article 2: Trash: Trash, rubbish and recyclables bins must preferably be stored inside the unit garage until trash day; homeowners have the option to keep their rubbish and recyclables bins outside, on the side of the home, as long as it is tidy and secured from spill or overflow.

On trash day, the bins should be placed near the curb, must not be on the roadway, and must not block sidewalks, should not be overpacked without being properly secured and must not exceed Casella volume restrictions.

The amendment on Article 5: Zoning Violation Penalty was tabled because of disagreements that need further research.

- Design Review request form. A quick review was done of the form that Isabelle had previously circulated to the board.

Motion to approve by I. Doris

Seconded by D. Beers

Unanimous approval after brief discussion around question from Ron regarding timing of approval since board meetings are only quarterly and design changes might be more urgent than that.

Board decided to consider whether a landscaping committee might be an option, but for now special board meetings between the quarterly meetings would be considered. Also, the property manager will work with Reed in helping community members to flesh out the application before submitting to board, to facilitate a quick and smooth approval.

Motion to go into Executive Session to discuss legal matters by D. Beers

Seconded by E. Leong

Unanimous Approval.

Board came out of Executive Session at 8:04

Tasked Kate & Tyler to find quotes for the work of using the underground conduit solution for garage meters as suggested by Tyler.

Motion by I. Doris

Seconded by T. Wainer

Unanimous approval

Google Drive Walk-Through. Reed asked whether everyone is comfortable with the Google drive now. All good, no further action at this time.

Motion to adjourn by D.Beers. Seconded by I. Doris. Adjourned at 8:05 p.m.

Respectfully submitted by Kate Kinney, Property Manager