

BRIARIDGE HOMEOWNERS ASSOCIATION

MONTHLY MEETING, TUESDAY, October 2, 2018

<http://briaridgehomeowners.com/>

The meeting was called to order by President Kirk Dixon at 6:30 PM

Board members present: Kirk Dixon, Kim Beattie, Tom Reamer and Jackie Pierce. Absent: Bob Picco

Homeowners present: Bryan Michon, Carol Reamer, and Susan LaDuke

### **September Meeting Minutes**

A motion to approve the September minutes was made by T. Reamer and J. Pierce.

### **Financial Statement**

The Financial Statement was reviewed and a motion to approve was made by J. Pierce and K. Beattie. T. Reamer said nothing was out of the ordinary other than homeowners in arrears. K. Dixon said that the homeowners in arrears communicated to him prior to the meeting. One said he was caught up but his payment would not be reflected in time on the Financial Statement and the other person said that she would be caught up by the end of October. It was agreed to include a reference in the minutes to **remind homeowners to set up automatic payments to the HOA from their personal bank**. It is very easy to set up and these type of situations can be avoided. T. Reamer suggested the Board consider increasing the late fee from \$25 to \$50.

K. Dixon reported that J. Pierce and him went to the bank to grant signing authority to J. Pierce. She was able to be added to the checking account, but not to the savings account. In order to add her and update the list of signers to each account, the Board will provide a letter to the bank designating the current officers, and indicate who should have signing authority for the checking account and the savings account. J. Pierce will provide the letter to the bank. It was noted that this effort should be evaluated annually in June.

T. Reamer asked that Joe DiMura be copied on emails to homeowners. Sorry, Joe!

Link: [briaridgehomeowners.com/wp-content/uploads/2018/10/Financial\\_Statement\\_September\\_2018.pdf](http://briaridgehomeowners.com/wp-content/uploads/2018/10/Financial_Statement_September_2018.pdf)

### **Architectural Repairs Requests**

K. Dixon reported the Board only received two repair requests from homeowners per the minutes from the last meeting. Instead of only considering those two requests, he compiled a list of repair requests that were received earlier in the year and reviewed a list of repairs for prioritization.

A number of homeowners submitted repair requests associated with painting soffits, replacing trim, and siding. The Board did not deem those repair requests as a high priority given that the Siding Committee is still hard at work.

- Unit 302 – There is molding loose on the second floor window. This repair was approved since the repair will like need to be made anyway prior to the sale of the house.
- Unit 304 – The homeowner previously requested that the gutter on Unit 305 be repaired because it was damaged as part of the roof replacement in 2017. K. Dixon said Home Evolutions returned to fix it, but Unit 304 does not believe it was fixed because their backyard pools with water after it rains and it never used to do that. K. Dixon supported getting a professional to inspect and repair the gutter once and for all.
- Unit 504 – Reconfiguring the back deck to allow National Grid access to the electric transformer that serves all of the 500 units. K. Dixon said this request was not made by him, but came to the attention of the Board when Unit 501 requested T1-11 repairs near his electric meter. In order for Unit 501 repair work to begin, power has to be turned off. However, National Grid cannot access the transformer that serves the 500 houses. Given National Grid’s statement, the Board approved the work.
- Unit 701 – The homeowner indicated that prior to the sale of her house, repair work was needed to the attic to correct structural flaws. However, the previous owner repaired only one side of the attic and not the other. The house was able to be sold. After recent thunderstorms, the other side of the attic has deteriorated. The repair request was approved.
- Unit 1105 – The homeowner requested repairs to the flooring in her kitchen that was damaged due to ineffective siding and water entering her house. Her siding was repaired but the interior work was not completed. There was a discussion on whether the HOA was responsible for the interior work. B. Michon noted that the HOA has repaired interior homes in the past when there were leaky roofs. The Board approved the repair request. The homeowner also requested that her foundation be repaired as she has holes in her foundation. The Board did not think repairing the foundation was a high priority at this time. It should be considered when other homeowners put in foundation repair requests.
- Unit 1301 – The homeowner has a medium sized hole in her siding behind her house next to her sliding door. The request was approved.
- Fox Run Underground Pipe – After recent storms and the remnants of Hurricane Florence, homeowners on Fox Run experienced puddles of water in their basement and the Town of East Greenbush indicated that there is a clogged pipe on our property. T. Reamer said his neighbor and him did not think it was urgent. The Board supported addressing the clogged the pipe now.

K. Beattie and J. Pierce would help coordinate the repairs and get estimates from contractors. Hopefully work can begin as soon as possible.

### **Siding Committee Update**

B. Michon provided an update on Siding Committee activity and summarized their recent meeting. The [meeting minutes from their meeting](#) would be posted on the HOA’s website. In response to a question,

B. Michon anticipated that the Committee could get all of the bids by December 1<sup>st</sup>. It was noted that the process of seeking homeowner approval of a special assessment takes a number of months.

J. Pierce said that garages should be included as part of the effort.

### **Grounds Update**

K. Dixon said that he received a bid from Sunshine for snowplowing for the upcoming winter. The 2018-2019 “pay-per-storm” proposal was the same as the previous year and their costs have not changed. Given that the Board was satisfied with Sunshine and they have not increased their fees, the Board approved the proposal.

B. Michon requested that a number of dead trees behind the 1300 Units be removed. There was discussion of whether the trees were on Briaridge property vs. our neighbor’s property. He also requested that the Board trim the tree along Donna Lynn Drive close to the entrance of Upper Huntington Court.

### **Briaridge HOA Website Transition**

K. Dixon reported that he received an email from the person that developed our current website. Our current website was developed by a former homeowner, Ed Baker, who now lives in California. Mr. Baker has never charged the HOA for using the server that hosts our website, but will have to transition to a new server and platform which would have a one-time cost of approximately \$1,300. In addition, subsequent to that transition, the HOA would then have to start paying for the website (either monthly (\$16/per month) or annually (\$144.00)). The current site uses Wordpress and it has security vulnerabilities. Mr. Baker plans to move the site to SquareSpace, which is more secure and more mobile device friendly.

There was discussion on whether homeowners use the current website. It was noted that the current website is mainly used as a document library to archive the meeting minutes, financial statements, the Guide Book, and our governing documents. In addition, the contact information of Board members are posted.

J. Pierce did not support transitioning the current website to a new platform. She researched low cost platforms (Weebly and Bluehost) and suggested that the Board start fresh with a new website. The HOA would not have to incur transition costs, but would have monthly costs at roughly \$14/month. She would lead the effort. K. Beattie said it was a no-brainer to move to a new website. K. Dixon was not opposed, but noted that our current documents would need to be downloaded and preserved before Mr. Baker terminates the server hosting our current website. K. Dixon volunteered to save those documents. He suggested that J. Pierce reach out to the new homeowner in Unit 101 to provide technical IT advice. T. Reamer made a motion to develop a new website and J. Pierce seconded it.

### **Driving at Excessive Speeds**

K. Dixon reported that he received complaints of motorists driving at excessive speeds throughout our common areas. These drivers have almost hit those who are walking their pets and/or exercising. He requested that homeowners, children, and their guests to drive slower on Briaridge property and be considerate of neighbors.

### **Old Business**

C. Reamer provided an update on a memorial for Barbara Selmer. She said that Barbara passed away on August 2<sup>nd</sup> and contributed significantly to the Briaridge HOA and to ESGGEE HOA throughout her many decades residing here, especially the pool and pool house. Marge Kaufman and her participated in a committee to determine how best to honor Barbara. Several options were considered: a) planting a tree; b) a plaque; or c) a park bench. After much discussion, the committee recommended a park bench that would be installed outside of the ESGGEE pool house (along the sidewalk outside of the pool gate) and the plan to install will be facilitated throughout the winter. ESGGEE will pay for the entire project. A dedication ceremony would occur in May 2019 when the pool opens. She noted that Barbara's surviving family supported the effort. Anyone wishing to help should contact Carol or Marge.

### **New Business**

Motion to adjourn as made by J. Pierce and seconded by T. Reamer. Meeting adjourned at 7:30 p.m. **The next meeting is on November 6, 2018.**