**Agenda**

**Rosegate Farm Homeowners Association**

**October 18, 2023 7:00 PM Zoom**

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| **Agenda** |
| **Time** | **Topic** | **Presenters** |
| 7:00 PM – 7:10 PM | Welcome / Introductions / Call to Order | Keith Cardoza, All |
| 7:10 PM – 7:25 PM | 2022 Meeting Minutes Review & Approval | Emily Candib |
| 7:25 PM – 7:35 PM | Financial Review | Matt Kirby |
| 7:35 PM – 7:50 PM | New Business* Yard waste in common areas, speed, pick up after your dog
* Bylaws Revision
	+ Discussed signage request from neighbor, group agreed to review and revise language in by-laws since they’re old, neighbors can propose topics to revise
 | Keith Cardoza, All |
| 7:50 PM – 8:30 PM | Open Forum | All |
| 8:30 PM – 8:45 PM | Nomination of Officers | All |
| 8:45 PM – 9:00 PM | Closing | All |

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| **Attendees** |
| **2022 – 2023 Board** | **Neighbors** |
| Keith Cardoza | Molly Dobmeier |
| Emily Candib | Barry and Julia Glennon |
| Matt Kirby | Rachel & Nick Laurento  |
| Courtney Simpson | Ali Collins  |
| Steve O’Rourke | Dan Coughlin |
| Sarah Auwaerter | Peter Chervin  |
|  | Frank and Cindy (80 RG) |
|  | Maryanne Mirlocca  |
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| **Actions** |
| **#** | **Action** | **Owner** | **Status** |
| 1 |  |  |  |
| 2 |  |  |  |
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**Meeting Notes**

* Keith and the board welcomed neighbors

**Prior Years Meeting Minutes**

* Emily Reviewed Last Year’s Minutes
* Meeting minutes unanimously approved

**Financials**

* Matt walked through financials
	+ Bring in more than we spend
	+ Outstanding Dues
		- 1 homeowner still outstanding - $400; late fee from last year plus dues this year and late fee
			* Julia – Suggested John Stanzel send a letter
	+ Current Position
		- Brought in $17,775 in dues so far, spent $16,998 of this
	+ Itemized Expenses
		- Matt walked through checks sent
		- $21,636.13 in the bank
		- Quickbooks renewal is up $200
			* Should evaluate another source; Excel or something cost effective
		- Manchester Waterworks was lower
		- Green Magic includes fuel offset and meter replacement
	+ Barry – What would be money we have for capital improvement?
		- Matt – low mark is $11,000 so if everyone pays dues and no major expenses
		- Matt – Could decide to keep $X amount in bank as needed – this has not been discussed previously
	+ Keith – sprinkler meter needed to be replaced in Green Magic
	+ Multiple people have access to the account
		- Steve – absolutely fixed issues with treasury
	+ Matt – Neighbor raised concern they didn’t know there was an HOA fee
		- Matt explained everything
		- Reminder to neighbors to ensure this is included in closing/there is awareness
		- Barry – It is supposed to be raised by the title company since it was in the deed
	+ Late Fees
		- Keith – how often do we go follow up – do we do $50/month instead of $50
		- Julia – ask John S to send a legal letter and charge whatever his fee is
		- Barry – Or Gary C
	+ Motion to Approve Financials
		- Approved, none opposed

**New Business**

* Green Magic
	+ 2 year lock in rate
	+ Very reasonable 2-3% increase
	+ Keith discussed with consistency; weed whacking, Bob is not mowing in areas where there is yard waste in bags
	+ Bob has been very receptive and responsive with feedback
	+ Bob did indicate a neighbor was yelling at him regarding hill and dip where water was and not able to mow
		- Bring concerns to the board
	+ Julia asked for any concerns with groundskeeping to direct it to the board
		- **Action:** Emily will post directing groundskeeping issues to website and in facebook group
	+ Peter - Top of the hill is not mowed
		- Will review contract with Green Magic
		- Barry – was never part of the deal, it’s an easement/right of way
* Bylaws
	+ Neighbor raised concern with signage
	+ Site has bylaws and declaration – in declaration there is language about signage
	+ This particular situation was regarding a political sign
	+ Have been approached by neighbors in the past – board doesn’t want to get involved unless necessary, focus is common areas
	+ Board is proposing to make revisions and will be reviewing
	+ Matt – any thoughts on signage language – size/content?
		- Group consideration of sign size
		- Molly suggested adding timeframe
		- Quantity of signs needs to be considered as well
	+ Steve – Board has authority through bylaws to enforce
	+ Emily suggested we can have generic language or take out signage and see how it goes
		- Sarah enjoys idea of no political signs
* Common Land Identification
	+ Board has been discussing common areas – trailer potentially in common area or not dating back a while
	+ Board thinking about surveying for lines for every common area
	+ Matt – not all common areas are easy to identify – can we have them mark private land vs common to help with imminent domain and landscaping, liability, zoning requests etc.
	+ Molly – surveyors came behind Country Walk within last 8 years
	+ Group voted and agreed to approve
		- No one opposed
		- Will get a couple survey quotes
	+ Rachel – asked for option for neighbors to elect to have their property personally surveyed as well
		- **Action:** Board to get quotes from survey companies
		- **Action:** Put survey for interest in personal surveying
	+ Each property should have a wooden or metal marker to identify property (should have at least 1 metal stake)
* Lighting in Front
	+ Landscaper suggested lighting in front can be redone/repointed
	+ Steve – Tech Solutions reviewed and 2 timers are analog timers, to replace to digital is $400 apiece and they would use satellite
	+ Also tested cone lights and all have power for what was tested – would need new fixtures and can point to what we want them to point to
		- These are fixed and mounted to junction box
		- Would need to get fixtures
	+ 2 main lights are 3ft high cast iron – can get % off from book but ones found are 2ft high and $1,700 a piece
		- Electrician would be added expense
	+ Molly – wouldn’t want to go shorter
	+ Labor Inquiry
		- Timers not inclusive of labor
	+ Steve suggested we review survey costs first and then decide
	+ Timers can be connected into existing framework and can revisit fixtures/lights another time
	+ If anything were to fail, board would look to replace
	+ Decision: get survey costs and revisit lights – can poll neighborhood if needed

**Open Forum**

* Bank Reserve
	+ Julia and Matt proposed $10k reserve
	+ Can do one-off assessments if needed on top of dues
* Landscaping
	+ Julia requested trees again in the front – would prefer birch trees
		- Bob did this before for us
		- **Action:**  Keith will discuss tree cluster with Bob at Green Magic
* Dogs
	+ Be mindful of dog waste on lawns – neighbors spend money taking care of their lawn, would like your dog
	+ Bag was dumped on neighbor’s lawn and visible on camera
	+ Ali – neighbors are respectful, it is outside our neighborhood that do not pick up after their dog
	+ Cindy – there is another issue with dog off leash going on common land – seems like a guest – there are piles there
		- Matt – can contact household
		- Ali – dog is aggressive
	+ Frank – can we post sign for no dog walking / fouling
	+ Keith – ask post;
		- Dogs must be leashed
		- Guests comply with rules
		- **Action:** Emily to post on website and facebook page
	+ Mark – cannot stop neighbors from coming up
		- Keith – City position is it’s a public road
* Neighborhood Watch Sign
	+ Cindy - $50 for sign
	+ Keith – will not stop people from doing anything
	+ Molly – might be deterrent
	+ Matt – People might not pay attention
	+ Neighbors are currently staying vigilant
	+ Steve – signs are good and it keeps honest people out
	+ Molly – used to have neighborhood watch committee and sign
* Get to know your neighbor
	+ Cindy – Nextdoor App – need administrator to set up perimeter and it will trigger invites
		- **Action:** Board to review and implement
* Nov 11th – Cindy and Frank getting married
	+ More cars than usual

**Nominations/Elections**

* President
	+ Keith nominated
	+ All in favor, non-opposed
* VP
	+ Steve nominated
	+ All in favor, non-opposed
* Treasurer
	+ Matt nominated, Courtney nominated
	+ Co-Treasurer position, Matt will train Courtney
	+ All in favor, non-opposed to Courtney
* Secretary
	+ Emily nominated
	+ All in favor, non-opposed
* At Large Members
	+ Molly Dobmeier
	+ Barry Glennon
	+ Sarah A
	+ Matt K
	+ Cindy
	+ Leill O’Rourke

**Closing**

* Meeting Adjourned at 8:32 PM