**Agenda**

**Rosegate Farm Homeowners Association**

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

|  |  |  |
| --- | --- | --- |
| **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 |

|  |  |
| --- | --- |
| **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 |
|  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Actions** | | | |
| **#** | **Action** | **Owner** | **Status** |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |

**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