

**Villas at Canandaigua
Board of Directors Meeting
Thursday, January 25, 2024
Minutes**

Board Members present: Bob Kayser, Patti Winn, Jim McMurray; ZOOM; P Keitz; Excused absence Ken Carbone

Homeowners/Guests present: Laurie Stoudz, Becky Gavitt, Janice Contos, David Scoville, Peter Millar, Renata Reber, Cindy Brink, Dieter Busch, Andrew Jarzyniecki, and Joyce Fiorentino. Via ZOOM: Alan & Marty Shepardson, Dan Kwarta, Chris & Karen Zarembo, Jim Francisco, Ginny Sauer, Tom & Peg Schrader and Bill & Daralene Dobbins.

Called to Order

Pledge of Allegiance and Moment of Silence

Membership Participation

Several members expressed concern about snow plowing from roads and lack of shoveling sidewalks. High winds caused snow to accumulate more than a foot on sidewalks, door fronts and garage doors. Also melting caused roads to be slushy and hazardous especially when it became icy when freezing temperatures. Request company to closely inspect sidewalks and garage door for drifting and to come through to plow when roads become slushy. Possibly lower threshold to 2 inches rather than 3 inches.

Review for approval-

BOD meeting Minutes of December 21, 2023 - for Approval

ACTION: Bob motioned to accept December minutes, seconded by Jim. All approved.

President's Message – Paul Keitz

The budget was going to be discussed today with board approval in February. WCI will be with us through 2024. The Abbey models are not selling nor is there any potential buyers.

Financial/Treasurer's Report – Paul Keitz

1. We were able to carry over \$20,000 – 25,000 from last year's budget.
2. The Villas at Canandaigua has a December monthly closing Operating Fund balance of \$41,215.08 which is carried in a Checking Account, up \$1,419.87 from last month. Income was \$38,083.56 and Disbursements were \$32,769.49.
3. We have a total of \$680,582.56 in our Total Reserve Fund for long term, repair/ replacement for identified items per the initial 2017 Crofton (scenario
4. Reserve study. \$545,000 in CD's and \$135,582.56 in a Reserve Savings account.
5. Our Total Villas at Canandaigua Net worth at the end of December is \$721,737.64 an increase of \$6585.47 over November even with the withdrawal of \$10,113.61 for sewer repair.

Report from our Property Manager – Jim Manetta –

Ongoing / New Business:

- Bob Kayser, Paul Keitz and property manager developed a proposed budget and distributed it to the Board for discussion/ vote.
- The stone wall at 5107 Cheshire Glen that had come away from the siding was repaired Wednesday, Thursday and Friday, December 13, 14 and 15.
- WCI will be remitting reimbursement for unsold units in the amount of \$1,041.17.
- Homeowner at 5145 reported his mailbox being hit by a fellow homeowner who took responsibility and will reimburse for repair cost.
- Light post @ 5062 CG hit by Amazon driver was paid for by Amazon (\$546.51)
- Light post at 5145 CG fell and was discovered to be set too shallow. Andy Wegman was alerted to the situation, but no response yet.
- Proposed contract renewal was submitted by Solutions One for clubhouse service (fire alarm and monitoring, fire extinguisher, backflow and sprinkler system testing. The proposal covers 3 years. Needs Board discussion/vote.

Committee Reports -

Clubhouse/Special events – Cindy Brink

- The committee has started a Social Hour every Thursday from 5-7
- A Valentine's Party will be planned in February
- Watching of Bills games continued
- A community eclipse event is planned for April

Finance -Paul Keitz

- Bob Kaiser, Jim Manetta and the Committee chairs submitted proposed budgets
- There will be further study of the Reserves by the Finance Committee

Maintenance – Bob Kayser

- Bob thanked community members for being vigilant
- After many driveway lamp posts were found laying on the ground or were severely tilted it became obvious that they were not installed properly to provide proper support during wet weather or windy conditions. Action referred to Crofton and WCI for correction plan. Photos were taken of several locations. Bob is meeting with two different arborists to get recommendations for care of bushes and trees

Pool – Jim Francisco

- Budget was shared in writing
- Will look into purchasing roller for cover to aid with covering and uncovering pool

Sunshine – Becky Gavitt

- 3 cards, 2 flower bouquets, and 1 memorial was given

Architectural/Landscape – BOD

- 3243 Abbey Road would like to remove a section of their fence.

ACTION: Patti motioned to accept Variance #112, partial removal of fence, seconded by Jim. All approved.

Old Business - items in process

1. Porretta Results –5135/3205 French Drain to be exposed? – status
 - The French drains have been uncovered. Recommend covering with stone in the Spring due to mowing of grass.
2. Drainage 3262 Abbey - discussion – Porretta Proposal - Ken Carbone/Bob Kayser
 - Bob proposed to install a French Drain with question as to where it should exit. Further investigation is needed.

New Business -

1. Motion for approval - Maid it Clean with Marcie for Clubhouse Cleaning services as described in letter submitted to Crofton in December for \$3510. (Tax included) for 2024 - BOD action
ACTION: Bob motioned to accept “Maid it Clean” contract for \$45/hour with a total of \$3510 for the year, seconded by Patti. All approved.
2. Motion for approval - Clearly Aquatics proposal for 2024 Pond Maintenance Work for \$4300. as described in e-mail received on 01/14 /2024. – BOD action.
ACTION: Jim motioned to accept Clearly Aquatics proposal for \$4300, seconded by Patti. All approved.
3. Motion for approval – Solutions One package support (alarms systems and inspection) for Clubhouse at \$1650 for 3 years, starting in 2024 – BOD action
ACTION: Bob motioned to accept Solutions One support package for \$1650/yr for 3 years, seconded by Patti. All approved.
4. Results of meeting with Mike Murphy (Code Enforcement officer for Town of Cdga) share status/info – Bob Kayser
 1. When WCI in finally completed with building they are obligated to dredge lower pond to the designed depth.
 2. There is no requirement by DEC to put dredging in piles to dry.

5. Clubhouse Smart Thermostat Proposal – cost saving opportunity – next steps – Bob Kayser
 - Using this Smart Thermostat would result in a 10-15% savings
 - RGE would reimburse \$125 each

ACTION: Jim motioned to purchase 2 smart thermostats up to \$200 after rebate, seconded by Patti.
All approved.
6. Scheduled painting of homes – 2024 – review of homes scheduled – recommendation – Bob Kayser
 - After inspecting list of homes to be painted, Bob recommended to defer to every 7 years rather than 5 years.
 - Door painting of homes need to be looked at more closely.
7. Replacement of Driveway Lamp Post Heads – recommendations – Bob Kayser
 1. A number of lamp post heads made of Aluminum are cracking and light sockets are deteriorating.
 2. Replace all heads by Edward Joy Lighting at \$34/each that are for single LED bulbs – total 25 heads. Will address at next meeting.
8. Draft Budget 2024-2025 – First proposal review / next steps – Paul Keitz
 - The draft budget was reviewed and will be finalized and accepted at next BOD meeting
 - Concern over raising HOA dues to \$345/month or \$350/month

Membership Participation -

5144 Cheshire Glen has drainage issues since purchase 2 years ago. Homeowner has been documenting with photos and has been in contact with WCI. Since home is on an “active building site” for Phase 4, problem will not be addressed until building is completed.

Next BOD Meeting - Thur.- Feb.22 2024 at 10am - via Zoom and clubhouse

Close Meeting at 11:58 am