

Villas at Canandaigua

Board of Directors Meeting

Thursday, September 28, 2023

Agenda

Board Members present: Paul Keitz, Ken Carone, Jim McMurray, Dan Kwarta, and Patti Winn

Homeowners/Guests present:

Judy Kwarta, Dave Scoville, Bob Kayser, Jo Morgan, Dieter Busch, Jim Francisco, Cathie & Dave Shepard, Joyce Fiorentino, Mike Goodman, Renta Reber. Via Zoom: Ann Scoville, Marilyn Hogle, Barb Goodman and Helen

Called to Order

Pledge of Allegiance and Moment of Silence

Membership Participation –

1. Judy Kwarta questioned about agenda items in old business that were already resolved, Architectural Committee Chair, and Orientation Committee
2. Dave Shepard thanked Dan Kwarta for the work on his lawn.

Review for approval-

1. BOD meeting Minutes of August 24, 2023 for approval

ACTION: Ken Carbone moved to accept August minutes and Jim seconded. All approved

2. Special BOD meeting of September 19, 2023 for approval – Decorative Stone wall Repair, 5107 Cheshire Glen Rd

ACTION: Ken Carbone moved to accept 9/19/23 minutes and Patti seconded. All approved.

President's Message – Paul Keitz

- Important meeting on October 4, 2023 to meet the candidates running for the board.
- Annual meeting will be October 12, 2023. Important that members vote for two vacancies on the board to make sure we have quorum.
- We will be working on reserves and get committees in order

Financial/Treasurer's Report – Dan Kwarta

Taken from the monthly Crofton financial report

Revenue for AUGUST, 2023	\$ 40171.68
Expenses for AUGUST, 2023	\$ 36235.94

BALANCES AS OF 8/31/2023 (taken from Crofton-Perdue report)

OPERATING BUDGET (Checking at M&T)	\$ 54,965.88
Reserve identified (at M&T-Savings)	149,078.67
CD reserve (at PNC, BEAL, & C. Schwab)	495,000.00
TOTAL NET WORTH	\$ 699,044.55

OPERATING BUDGET ---FISCAL YEAR TO DATE 4/1/2023-8/31/2023 (5 MONTHS)

TOTAL REVENUE	\$ 184,865.16
TOTAL EXPENSES	177,007.55
SURPLUS/DEFECIT OF	7,857.61
FUND BALANCE FROM LAST YEAR	47,108.27
CHECKING BALANCE	\$ 54,965.88

Report from our Property Manager – Jim Manetta –

1. Bay Landscape has removed shrubs.
2. Picture perfect windows and floor will clean the carpet early in October.
3. Drainage issues – contractor (Poretta) suggests redoing whole drain.
4. Gutter cleaning – none needed.

See “old business” for further report actions

Committee Reports -

Clubhouse – Cindy Brink

- Reviewed the summer activities
- Upcoming Buffalo Bills game in clubhouse
- Patio umbrella has a tear
- Pancake breakfast hosted by Francisco’s for Sunday October 8th game played in London
- Glen Gates from WCI will host a wine and beer tasting event
- There will be a potluck Harvest Festival Dinner October 13th
- Watch for Salvation Clothes Drive in December
- Sink Faucet is broken – will have Dynamo plumbing fix – Paul Keitz repaired.
- Clubhouse rental policy discussed. **ACTION:** Ken motioned to approve document as written, but remove use of grill and Jim seconded. 4 members approved and 1 opposed.

Finance – Dan Kwarta

Thank you from community for Dan’s service

Maintenance - Dan Kwarta reported on several issues on property:

- involving street lights – repaired by Crofton
- Outdoor garage light – responsibility of homeowner
- Mail box leak – suggested purchasing a mailbox tray until mail boxes replaced
- Bricks under window is falling off – referred to Crofton
- Gravel from wash needed to be removed – gravel was removed

- Kitchen sink top leaking – repaired by Paul Keitz
- Sink hole started in front of mailbox – sink hole filled and sealed
- Beehive in tree on common ground – owner hired exterminator
- Bay left a hole in lawn when removing Juniper = soil used to fill in hole
- Clubhouse fireplace cleaning
- The sub-committee on Landscape recommends that in '24-25 budget that the BOD budget money to hire an arborist to evaluate trees, especially phase 1, for trees to be trimmed.

Pool – Mike Goodman

- Thank you to the committee members and recognition to Judy Kwarta for her service balancing chemicals for the pool.
- Last day of swimming will be October 8th and the pool will be serviced for closing October 11th.
- Mike will be stepping down at the end of the season and the new Chair for the pool committee will be Jim Francisco

Sunshine – Barb Lipari

- Two get well cards were sent out

Architectural/Landscape – James Mc Murray

- Discussion of committee and looking for members of this committee
- Open Variance Requests –
- Crofton #109 - Barczak - 3248 Abbey Rd - bluestone - outside patio fence
 - Crofton #110 - Barczak - 3248 Abbey Rd - move boxwood
 - Crofton #111 – Dutton - 5118 Cheshire Glen Rd - Weather Station installation
Patio fence

ACTION: Jim motioned to approve all three variances and Ken seconded. All approved.

Old Business –

1. Annual meeting, Oct 12th - 2nd Notice mailing sent -Sept. 25th - **Completed**
2. HOA Committee Mission Statements - **Completed**
3. Main Room TV Service - ROKU purchased - **Completed**
4. 3267 Abbey Rd Water Intrusion Investigation - Siding Removed - no evidence of water – **Completed**
5. Pool use Resolution-relative to clubhouse rental - **Accepted as written by pool Committee**
6. Clubhouse carpet cleaning – Billiards room and main hall - Perfect Picture, Crofton Status –
 - Will be completed in October (Bid approved in August)
7. Porretta Results –5135/3205 French Drain to be exposed? – Approved Crofton action/ status

- Jim Manetta will get another contractor
8. Mailbox Maintenance - Phase 1 - higher priorities may take precedence – TBD
 - Will be addressed in Springtime
 9. Drainage 3262 Abbey - under Porretta investigation. – Status
 - Poretta suggested redoing whole drain
 10. Carp Replacement - request letter to DEC over the winter - Ken Carbone
 - Will be addressed over winter to be replaced in the Spring
 11. Scrub/Tree removal/replacement – Bay Landscape quote received - BOD review /action
ACTION: Jim motioned to approve Bay Landscape replace removed plants for \$7444 and seconded by Dan. All approved.
 12. Reserve Study - Board review and actions of Finance Committee study and recommendation to be scheduled after 2023 Annual Meeting and new Directors are in place.
 13. Snow Management Contract 2023 – BOD action required for contractor approval.
- **ACTION:** Dan motioned to accept Bluegrass bid of \$41,603 contract for the winter season. Ken seconded and all approved.

New Business –

1. Contact with Legal Counsel – Letter of recommendations concerning closeout with WCI – Paul Keitz
 - Paul has contacted HOA attorney
2. Results of Meeting with Town – Stormwater Pond, new Code enforcement officer (Mike Murphy), - Paul Keitz, Ken Carbone, Dan Kwarta. Items addressed:
 - Mike will look into what WCI has filed
 - Can we hold WCI responsible for original drawings – yes
 - Restore storm water pond
 - Get rid of propane tank
 - Not enough drainage for extreme rainstorm
 - Rite of way on Southern border is our property and responsibility
3. Road Repair - Serious Depressions in roads Cheshire Glen Rd. needs corrected before winter – action - Crofton/BOD
4. Fiber Optic – Ken shared that he was able to get fiber optic line to his house.
 - Look for e-mail for information how to get this if interested.

Membership Participation -

Dan Kwarta thanked Gary Baldwin for spot cleaning the carpet.

Joan Fiorentino stated the Bay Landscape cost was high – did we look at other contractors?

Next BOD Meeting - Tentative date depended on new Board Desires - Thur.-Oct. 26, 2023 at 10am - via Zoom and clubhouse

Close Meeting