

Villas at Canandaigua

Board of Directors Meeting

Thursday, May 23, 2024

Minutes

Board Members present: Paul Kietz, Bob Kayser, Ken Carbone, Jim McMurray and Patti Winn

Homeowners/Guests present: Marty and Alan Shepardson, Dan Kwarta, Jim and Sue Francisco, Thomas Kadlubowski, Laurie Stoudz, Janice Contos, David Scoville, Pat Barczak, Lou Saltrelli, Richard Marcello, Pat Bizzard, Barb Lipari, David Williams, and Gail Love. Via Zoom: Ed Seus, Marilyn Hogle, Ginny Saur.

Called to Order

Pledge of Allegiance and Moment of Silence

Membership Participation – If you wish to speak, please announce your intentions to our recording secretary prior to the meeting start, so we do not miss anyone.

Dan Kwarta requested status of financial request from last month which will be found in folder outside of the office. He also requested the status of the replacement Carp lost in a storm last year.

Review for approval-

1. BOD meeting Minutes of April 25,2024

ACTION: Jim motioned to accept April 25, 2024 minutes as written and seconded by Bob Kayser.

President's Message – Paul Keitz

Glad to be back and to see how great the quality of our community is. The board's responsibility to maintain it. Please remember Memorial Day

Financial/Treasurer's Report – Paul Keit

a. After the closing of the 1st month of our 2024-25 Fiscal Yr. our **HOA** has a total of **\$74,527.87** available in our Operating Fund. Total **operating fund** Income for **April** was **\$41,080** and paid expenses were **\$30,660.23**.

b. Our HOA **has a total Maintenance Reserve Account** of **\$716,472.64** allocated for long term repair/replacement for identified reserve assets. Currently **\$645,000 in CD's** and **\$71,472.64 in savings**.

Our HOA **has a Total net worth of \$791,000.51** as of closing on **04/30/2024**.

Report from our Property Manager – Jim Manetta –

Ongoing / New Business:

- Bids are being sought to seal designated driveways this season: there are 14 on Cheshire Glen and 18 on Abbey. Need input from Board about sealing clubhouse parking lot and crack filling the roads.
- Specs for asphalt patching in the front circle changed after Manel sent in his bid. Ruston submitted their bid for the updated spec. Waiting for revised bid from Manel.
- In addition to the front circle repairs, bids include repair of asphalt where Dyna Mole fixed underground drainage on Abbey and CG, as well as driveway repair at 5068 Chesire Glen where a water main break was repaired.
- Irrigation Tech to restart irrigation system on May 28, per Carissa.
- Uber Lawn & Landscape submitted a bid to provide snow removal /salting service for the 2024/2025 season. Looking for Board input.
- 3241 Abbey needs gutter upgrade above front stoop to address ponding in front of door. Also needs additional downspout to be rerouted to opposite side of patio. Needs Board approval to proceed.
- Pool permit was successfully renewed. Good through 5/31/26.
- Sink hole behind the pool has been discussed with Andy Wegman. He was to have Pooler inspect it and give him their assessment. It's unlikely WCI will take action on filling the void, so I suggest the Board (Property Manager) move ahead with a plan for remediation.
- PM and Board members are meeting with Mark Porretta to review several drainage issues. Bids submitted need board approval.
 - 3205 AR / 5135 CG: drain to be filled in with stone (\$490 + tax)
 - 3262 AR: side yard next to entrance needs drainage resolution (\$1,500 + tax)

Committee Reports -

Clubhouse – Cindy Brink (Gail Love)

- Requested approval of Community wide garage sale
ACTION: Patti motioned to approve a garage sale of July 20th provided, that there is adequate patrol of parking. Ken seconded. All approved.
- Painting: walls, ceiling and trim for \$6500; taking down drapes and replace 11 window treatments, replace credenza for \$500 and Canandaigua Lake theme decorations for \$1000 for a total of \$9,150 for all.
ACTION: Ken motioned to approve updating of 5 areas of clubhouse as listed in bullet above, Bob seconded. All approved.

Finance -Paul Keitz

- Looking into increasing the reserves. Will need to dip into reserves for the roads, specifically the circle and the repairs on Cheshire Glen and Abbey Road and for updating of clubhouse.

Building and Grounds Maintenance – Bob Kayser

- There were 8 written comments over the past two months regarding the proposed replacement of the lights in the Community .4 were positive and 4 were negative.
 - The negative concerns were fears that the light would be inadequate for night time walkers, esthetics of the shape, the possibility that birds would perch on the shades, and the expenditure of funds. There were a few verbal negative comments around the same issues.
 - There were significantly more positive comments that included support for dark sky compliance, pleasure that migratory birds would no longer be impacted by stray light, less interference from stray light into residences, and design consistency with the entry lights off of Middle Cheshire Rd
- Eleven Owners have requested that doors and in some cases door trim or touchup to their homes.
- 7 owners have requested replacement plantings or removal of dead or dying existing plantings. We will keep the request opportunity open until June 1st. The Board is in the process of identifying a limited group of plants that will thrive here and Owners will have the option of selecting from that group for replacement planting at HOA expense. This will foster both Community visual consistency and help to reduce the expense of replacement of plants that do not thrive here.
- The HOA is ordering “DO NOT PRUNE” signs for those with personally selected and approved plantings for which they are responsible and for those who prefer to care for their own plants. They will be available at a cost of \$3.00 each from Bob Kayser after 6/1.
- Finally, the grass mowing season is upon us and we are working on getting the company that does that for us to do a better job of trimming around edges of the property and in places where the mowers miss. We have asked them to do weeding BEFORE they mulch to avoid weeds just growing through the mulch.

ACTION: Ken motioned for Bob to purchase 50 “Do not prune” signs up to \$150 seconded by Jim. All approved.

Pool – Jim Francisco

- Pool deck was powered washed and ready to open
- There is a new thermometer for the pool
- Concrete in areas in need has been patched
- Need check in heater in pool room
- Roller cover is pending

Sunshine – Barb Lipari

- Thanked Becky Gavitt for covering the last 6 months
- Delivered 2 cards

Architectural/Landscape – James McMurray

Open Variance Requests

1. Cheryl Casini - 12 X 12 Patio only

ACTION: Paul motioned to approve 12x12 patio awning at 5128 Cheshire Glen Rd, seconded by Bob. All approved.

2. Tice and Margaret McCarthy – Awning

ACTION: Paul motioned to approve awning at 3265 Abbey Road, seconded by Bob. All approved.

3. John and Nancy Roche – 12X10 Patio – Crofton #115

ACTION: Paul motioned to approve 12 x 10 patio seconded by Bob. All approved.

Old Business –

1. Betsy Cox – Memorial Plaque – Status/next steps – BOD action
 - Laurie Stoudz will be obtaining a photo for the plaque
2. Update on driveway lamp post heads, test case – comments /feedback from homeowners – please see Building and Grounds Maintenance Report
3. Bids Status on 32 driveways that require sealing this year. – Crofton - Jim Manetta
 - Go ahead with the 32 driveways
4. Status of Sink hole around WCI lateral piping from middle pond to lower pond. – Jim Manetta
 - Paul will be in contact with WCI

New Business –

1. Proceeds from \$100,000 CD that has matured on 5/16/ 2024 to be returned to the cash reserve account. - BOD approval
ACTION: Patti motioned to approve proceeds from \$100,000 to return to cash reserve account, seconded by Bob. All approved

Audit Status – Jim Manetta

- Paul will be working with Jim Manetta on the audit

2. Manel and Ruston Proposal Quotes for front Circle - Discussion – BOD action

ACTION: Ken motioned to approve Ruston Proposal #2 for full reconstruction of circle seconded by Bob. All approved

3. Manel Proposal for Abbey Road / Cheshire Rd repair along with driveway repair at 5068 CGR – Discussion /action – BOD
 - Need clarification from Ruston for cost of repair if included in circle or separate.
4. Mark Poretta proposal for French drain repair – Discussion/action - BOD
 - Paul will follow up on this
5. Review of Uber Lawn and Landscape Proposal for Snow Management 2024-25 – BOD action
 - We will be looking for another bid before taking action
6. Proposed meeting with Mike Murphy - TOC Code Enforcement – BOD action Date and time
 - Paul, Ken, Bob and Patti will meet with Mike Murray in regards to WCI responsibilities for closing of Phase 4.
7. 1 HR -Legal Zoom Meeting with HOA attorney – NO COST – BOD action Date and time
 - This will occur after confirming date with attorney and BOD members.

Membership Participation –

1. Dan Kwarta asked about removal of arborvitae
2. Janice remarked that landscaping did a good job of weeding, but asked when mulching will occur.
3. Trimming of trees occurs at end of June will be after mulching

Next BOD Meeting - Thur.- June 27, 2024 at 10am - via Zoom and clubhouse

Close Meeting at 11:50