

Villas at Canandaigua

Board of Directors Meeting

Thursday August 22,2024

Minutes

Board Members present: Paul Keitz, Ken Carbone, Jim McMurray and Bob Kayser. Patti Winn excused.

Homeowners/Guests present: Pat Barczak, John and Gloria Baker, Barb Lipari, Jim Francisco, Cindy Brink, Chris and Bill Weigand, Ray Yelle, Alan and Marty Shepardson, Rick Steiner, and Laurie Stoutz. Zoom participation unavailable for this meeting.

Called to Order 10:02AM

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.

- Alan Shepherd asked that UPS and FedEx be asked to reduce speed within the development. Mr. Kayser agreed to call both.

Adds or Deletions to Agenda:

1. Add Ray Yelle discussion of experimental turf weed removal

Review for Approval - BOD meeting Minutes of May 23,2024

ACTION: The existence of an Executive Session held following the last meeting was added to the minutes. With that addition, Mr. Kayser moved approval with a second by Mr McMurray. The minutes were accepted.

President's Message - Paul Keitz -Paul noted that, in an effort to shorten meetings, Committee chairs would henceforth be asked only to report matters of need or approval of actions by the Board. Detailed reports of committee activity are not necessary.

- The Board was updated on the status of the modified snowplowing contract for 2024-25, Driveway sealing, and the sinkhole repair.
- It was noted that additional repairs to the stonework at 3301 Abbey had been approved and that roof repairs at three locations following last week's storm were also approved.
- After review and considerable discussion, it was moved by Mr. Kayser seconded by Mr. Carbone to approve the Driveway sealing proposal from Manel with the addition of sealing the entrance road for an additional price not to exceed \$400.
- A request was approved to purchase a new printer for the HOA office to reduce printing expense at a cost not to exceed \$250. The old printer was approved for removal from the asset register and to be given to the Clubhouse Committee care of Ms Brink.

Financial/Treasurer's Report – Treasurer Executive Summary - For May 2024

1. Our Financials are in fine shape:

- Our HOA has \$65,000 in cash and nearly \$750,000 in reserves. Please see the three ring binder in the HOA office for his complete report.
- All CDs owned by the HOA are invested at 5% or greater at this time.

Report from our Property Manager - Jim Manetta –

Ongoing / New Business:

- Uber Lawn & Landscape and Bluegrass Enterprises submitted competitive bids to provide snow removal /salting service for the 2024/2025 season. Board decision was to award the contract to Bluegrass. Award letter will be mailed this week.
- After Mark Porretta Jr. completed inspection of the drainage system under the sinkhole behind the clubhouse, his report was shared with WCI, who has contracted with Pooler Enterprises to rectify the compromised pipe under the sinkhole. No date has yet been communicated for the repair.
- Stone wall repair at 3301 Abbey was awarded to Ridgecrest Construction and is scheduled to be started on Monday, August 26th.
- Two proposals for crack filling and sealing 54 driveways as well as crack filling Abbey and Cheshire Glen were received. Board decision is needed.
- Property Manager will be out of the country from September 9th through September 24th. August financials will be provided to the Board, but no September manager's report will be available.
- Garage roof leaks were reported at Abbey Rd. addresses 3206, 3226, 3265 and 3276. Upstate Roofing was able to address the issue at 3226 on Friday, 8/16, and will return to address the other 3 week of 8/19.
- 3226 (Graff): homeowner reports leak in mailbox. Need Board approval to order at least 1 new mailbox to replace this one and to have another to keep in storage for future use..

Committee Reports -

Clubhouse - Cindy Brink

- More than 110 people attended the Pig Roast
- A pizza Party will be held for Residents next Thursday courtesy of the HOA
- Cindy requested approval of the Board for the disposal of surplus property described in her handout to each Board Member. This included small decorative items and the large credenza. Upon motion by Mr. Kayser and second, the Board approved unanimously approved the request of the Committee.

Finance - Paul Keitz

- Finance Committee recommends and supports hiring an outside reserve consultant firm to update our reserve needs. Several firms have been reviewed including Crofton, and recommendations for a contract will be brought to the Board at a future meeting.
- There is an opportunity to reduce refuse cost: by reducing the number of units serviced during the winter and moving to an average throughout the year. Homeowners are asked to convey directly to Paul when they expect to be away this winter.

Building and Grounds Maintenance - Bob Kayser

Driveway and pavement sealing-A revision to the list of properties needing attention to accommodate those which were overlooked last year resulted in a delay in sending out bid documents. The bids have been returned and should be approved at the August meeting.

- Tree and Shrub removal/replacement-We are awaiting receipt of the second bid document, and for a list of appropriate replacement plant varieties from Ted Collins Landscape and Nursery. We feel it is better to get the right plants in the right place so that over the long term, frequent replacement will not be necessary.
- Door and trim painting-We have asked the painter doing the clubhouse to also do the doors and trim touchup planned for this year. WE are awaiting a quote for the work, but anticipate it will be done before winter.
- Roof Repairs-Several properties experienced damage during a recent wind event leading to some apparent roof leaks Roofers are expected to remedy the problems during the week of August 19, 2024.
- Lawn Maintenance-The landscape crew seems to be doing a better job with mowing, but there are still issues. Ray Yelle has undertaken a soil sampling and has sent the samples to Cornell. Their report is to be shared with Pinnacle, the fertilizer and lawn treatment firm, so they can modify their treatment program.
- A group of volunteers has been identified to accept responsibility for various aspects of Building and Grounds tasks and the list of assignments will be provided next month.
- Driveway and limited road sealing will be done in September. Homeowners impacted will be required to park in the clubhouse parking lot and not use their driveway for 48 hours after sealing, and access to the development from Middle Cheshire Rd. will be unavailable for 48 hours after sealing.

The Property Manager has listed other on-going maintenance and construction items, and the reader is directed to his report for details of these projects.

Pool - Jim Francisco

- Volunteers have been doing a great job.
- There is plenty of chemicals on hand
- A warranty claim is being explored for the summer pool cover
- Pool closing expected on or about 10/15 depending on weather

Sunshine - Barb Lipari

- 1 get well was sent out.

Architectural/Landscape - James McMurray

Open Variance Requests –

- Ray Yelle – 3237 Abbey Rd. presented a proposal to explore removal of invasive buffalo grass from an Abbey Road property with a serious infestation. After examination of samples and a thorough discussion, the Board approved the request in the amount of \$838.50.
- 3216 Abbey. – 12' x 13 ' Awning for patio approved contingent on physical examination of proposed location on home by Mr. McMurray.

Old Business -

1. Betsy Cox - Memorial Plaque –
 - Will be installed this month.
2. Bids Status on 54 driveways and 5100sq ft of roadway
 - Approved by Board and will be undertaken in September
3. Mailbox Repair and Maintenance
 - Urgent Issues completed, Phase 1 renewal or replacement to be included in 2025-6 budget

New Business -

none

Membership Participation –

- None

Next BOD Meeting - Thur.- September 26, 2024 at 10am - via Zoom and clubhouse

Close Meeting at 11:04 am