

KTD Board Meeting held April 10, 2013 at 7:00 PM

Windmill

M Cronk – President and Director - Water, C Franklin – Vice President, K Cullen - Treasurer, E DeLeo – Secretary, E Sears – Director – Marina, B Delaney – Director – Roads, M Radder – Director – Property Management

Absent: W Eppler – Director – At large (excused)

Resigned: R Scott – Director – Beach

A quorum was reached.

Guests: 4

Approval of Minutes

Approval of minutes for March 13, 2013 KTD Board Meeting – motion by M Cronk, seconded by K Cullen – all in favor except C Franklin who abstained since he was not present at the meeting

Officer’s Reports

Treasurer’s Report (K Cullen):

Funds in checking accounts and money market were provided. Open invoices are down to \$12,300 (11 properties in total). 4 are current installment only, 5 are two installments (1 year) and 1 is three installments (18 months) and the remaining is back to 2010.

Financial reports were distributed and it was reported that we are in good shape based on cash at hand. Based on expenses anticipated for the next six months, the treasurer reported that the community has more than adequate funding and new money will be coming in starting July 1. This is favorable against budget leaving \$20,000, which is more than enough to cover the remaining expenses. Water fund is anticipated to end the year with \$41,400 based on incoming total to the year, plus income and expenses for the year. M Cronk will show separate line item at budget meeting for water system.

In response to a long standing delinquent marina charge for a deeded slip, it was proposed that the issue be addressed by offering to purchase the dock from the homeowner and have it become a community dock. M Cronk asked for feedback from the board as to whether this is something that board should do to help resolve the situation. The agreement was to pursue once we know a starting point. As a first step a certified letter was sent to the resident to inform the resident of the arrears and request that they remedy the situation.

Secretary’s Report (E DeLeo):

4 resident emails were received between March 13, 2013 and April 9, 2013. One was in regard to road sweeping, one on absentee ballots, one to be removed from email list and one complaint on plowing.

A resident email asked about absentee ballots being made available for the budget vote. A review of the bylaws was done by the secretary. There was a brief discussion if paper ballots could be accommodated. However, since the bylaws state in Article III Board of Directors, Section #8 Voting states “present and voting”, this resident’s request cannot be accommodated.

B Delaney suggested the residents be surveyed on where to hold (annual resident attended) meetings in future years.

E DeLeo presented preliminary results of the survey – 55 respondents, 2 by mail so far. 97 were sent out electronically. 8 physically hand delivered or mailed by USPS.

Significant findings:

78% of respondents wanted some form of limitations on vendors for weekends.

Overwhelming majority wanted the board to intervene when a neighbor is not maintaining their property.

The board suggested that we pick the 3 highest concerns and work to address them.

The two adverse possession letters remain pending to be sent. Cover letter was presented for review. Based on prior month’s concern, E DeLeo asked about whether to hold off on one where property is in estate. Board gave direction to move forward.

Although the President had intended to address the resignation of the board member later in the meeting, M Radder asked if any other emails were received by the secretary. As the secretary only provides an overview of resident emails and not those received from board members this topic was not going to be covered in the secretary’s report. However, since M Radder asked if the Yahoo email box had received the resignation, the resignation was read into record at this time - The resignation of R Scott, director of the beach was received on Thursday, March 21.

The basketball hoop, purchased by E DeLeo, has been received. It will be moved by M Cronk to windmill and then installed.

E DeLeo commented that Yahoo mailbox has imposed restrictions on our use based on recent events of attempts to hack into the account and large volume of mailings sent to mailing list from the box. The reason given by Yahoo support was that we look like a spammer based on the large outbound mailings.

E DeLeo said this creates an urgency to transition to another solution. She did some research to try to identify who is hosting our website to make contact with them since the resident who has set up the website, moved the website to another registrant service and internet provider and we, as a board, do not know where site is hosted.

To Do List:

Road Sweeping - B Delaney called to confirm the date of road sweeping. It is scheduled to be at the end of next week with potential delay to 22nd, at the latest. E Sears asked why we could not be done sooner by vendor. B Delaney explained that the company has 2 jobs ahead of us that are larger jobs. B Delaney questioned multiple calls and inquiries related to sweeping that had been expressed to her as they have not been forwarded by the secretary. The secretary confirmed that as of this date, only one had come to the email box on April 9th and it was forwarded to B Delaney on the same evening as received. E Delaney said that Dom's will come out a few days in advance to see what areas are of concern. She reiterated that the worst case scenario would be the beginning of the week of the 22nd. B Delaney raised concern about quality of sand while stating that residents have raised the concern about the excess of sand to her.

M Cronk addressed the plowing complaint to confirm that the contract states that the road is to be cleared by 5 in the morning and not 11 at night. B Delaney called and left message for resident that sent complaint regarding plowing.

M Radder raised concern that on Southview Rd, in cul de sac on north end, the asphalt is torn up.

Beach and landscaping service – M Radder read from the various bids brought to the board meeting the prior month and stated that Excel has every detail of the (request for bids) list. Since the table grid that was requested that the property manager bring to this meeting that would have enabled a comparison of bids by line item was not yet available, making it difficult to understand how the bids compared, E DeLeo offered to prepare the table grid by the weekend, distribute electronically and put out to a vote. M Cronk emphasized that we would need to make decision by the next week.

M Cronk stated that vacant property on north side of Crestway is still problematic.

There was additional discussion of the on-going landscaping of the beach. M Radder noted that Excel did not include this service in bid. B Delaney said that proper maintenance was not done in the fall at the beach. E DeLeo noted that Weeping Cherries and Rose of Sharon were properly pruned in the fall.

M Cronk stated that he had walked the sluiceway with Garretty and that he raised concerns in only a few areas. Stone wall is eroded to some extent and drain area needs to be kept cleared.

K Cullen suggested that we should consider J Bundy for landscaping work. Her bid was not presented.

M Cronk stated that he is continuing to prepare for budget meeting.

When questioned about meetings in the months of annual residents' meetings (budget and elections), M Cronk stated that we usually don't have the May or August meeting.

Property Management - M Radder stated that birch tree needed to come down (along Millway by Jay Jarvis Moses sign) and that the bid, which indicated that tree needed to come down was obtained and

given to her (by the beautification committee). Carmichael's recommendation was to take it down. M Radder said that all tree work needed to be done together to get price quoted.

M Cronk suggested that the entire job be evaluated now that the winter is over.

E DeLeo recommended that abutting homeowners be consulted regarding any work done along Millway since some have taken efforts and used their own resources to improve the roadside.

B Delaney stated that trimming of forsythia on left side of Millway, west side needs to be done immediately. Concern was brought to Board on behalf of a number of residents complaining.

No parking sign – B Delaney had recommended in the past that a Jersey barrier be put in for a specific amount of time to retrain the violators. E Sears was part of a larger discussion about cars parking at bottom at hill.

Flag Pole – B Delaney asked who was maintaining the flag pole as she felt that we needed to get a new flag and that we are required to have a spotlight on it. She questioned if whoever put the flagpole came before the board for approval. M Cronk recommended that a solar power light be used here and at the entrance also. M Cronk added to property management to do list.

Budget – M Cronk and K Cullen had met to assess what we needed to do and, in quick summary, that their judgment was that there was no need to increase the budget. Last year there was a \$4000 increase. They felt that it was not appropriate to assess an increase. E DeLeo questioned how the budget was prepared and it was confirmed by K Cullen that they looked at each line item and that a zero-based budgeting approach was taken. It was noted that administration costs were a large item also that operational budget proposed, in comparison to (experienced) costs, are close each year and that some items not budgeted for in advance may not be approved unless it is justified or if a deemed a capital improvement. M Cronk said that we need to decide whether we hit operational or capital budget for some expenses (example, \$800 + (225 * per pipe) for a total of \$2300 at beach to repair pipes). When questioned about beach wall repair, M Cronk stated that it will not be a problem for 5 to 10 years and that pipes were replaced with PVC for much longer life.

M Cronk asked for comments or concerns. B Delaney requested that administrative budget be broken down for attendees at the meeting to explain that insurance is in this number.

B Delaney said that the marina charge is out of sync with market rates. M Cronk responded that community marina does not cost the community anything. E Sears suggested that fee be raised by \$150 – \$275 over time.

M Cronk noted that the concrete landing work at marina was completed and that the next investment will be new stringers for rental docks.

With questions now coming up regarding budgeted amounts proposed, E DeLeo commented that all board members had the ability to speak when budget planning was done.

M Radder asked if we need to be concerned about the four foot drop now that bush at marina was removed. E Deleo commented that in areas where bushes were never present there are over 4 foot drops. M Cronk commented that beach wall has greater than a four foot drop. Also, the insurance company toured all of our properties and had no concerns.

M Cronk will present the budget and highlight things done at budget meeting.

Marina road erosion should be addressed. Elliott will check with vendor that did the concrete work.

E Sears distributed proposed marina forms for renters and deeded owners. E Deleo identified that we need to bill earlier this year or change the date on the form to give recipient enough time to pay before rental is given to the next person on the waiting list.

M Cronk confirmed that the missing anchor was addressed at marina.

M Cronk motioned to adjourn and C Franklin seconded – all in favor. (8:43) 1 hour 43 minutes.