

**DRUMLINS HOMEOWNERS' ASSOCIATION
BOARD MEETING MINUTES**

**Date of meeting February 21, 2022
Meeting held via Zoom**

Present: **Ron Uhlig**
 Barb Starr
 Frank Auria

Management: Rick Thomas
Guest: Keith and Donna
 Maier

Jim Myers
Dick Exton

The meeting was called to order at 4:00 PM.

Guests at our meeting, Donna and Keith Maier were asked to voice their suggestions and concerns. Please see addendum to minutes for summary of that discussion.

Some further discussion followed with HOA board members about how to better communicate with residents, especially when work is pending. Homeowners should have a reliable way to check on the progress and return visits to complete the necessary work. It can become frustrating for any resident to feel their concerns are not being addressed.

Approval of Minutes of past meeting: Motion to approve Minutes from January 17, 2022 was made by Jim Myers, seconded by Dick Exton, approved by all.

Variance Requests: Variance Request to engage Bartlett Tree Experts to treat a large Oak Tree for gypsy moth infestation in April 2022. The treatment with pesticide is intended to protect the tree from additional damage from gypsy moths, plus fertilizer that should help sustain the tree. Total cost is \$275.00 plus tax, plus the fertilizer for \$175.00 plus tax. Variance was approved by four members of the board, one member voted against.

Variances:

Request from Glenn and Luisa Cooke 1270 Wellington:

We are requesting a variance to replace 4 bedroom windows on the 2nd level of our townhouse and 2 windows serving the dining room on the 1st level. The new windows will match the existing windows. The outside appearance of the windows will remain the same. The work will be performed by Rochester Colonial which replaced several windows in our unit about 5 years ago.

Variance was approved by the Drumlins BOD via email

Manager's Report: Rick Thomas reviewed the January 2022 operating funds. The Disbursements' report reflects \$5,000 deposited to the roof fund and \$3,000 to the general reserve account. The remaining disbursements were \$84.87 for administration, \$1,399.26 to Crofton Perdue as per management contract, \$2485.94 for snow plowing (2 of 4), \$54.43 for electric, \$1,525 for insurance and \$28.33 for supplies, and \$2,592.00 for tree trimming by LePore's Tree Service.. Contracted repairs totaled \$740.01 with \$412.13 for Crofton Perdue repairs; \$327.88 Graves Bros. Roof Leak Repair 1327 WE; \$249.17 for Victor taxes. For 7 months, landscaping, supplies, administration and taxes were unfavorable to the budget, while contracted repairs, insurance, management and professional fees were favorable to the budget.

Reserve Analysis: Jim Myers provided the January 2022 reserve analysis. The General Reserve has \$81,443.55 with \$10,691.68 of encumbrances. Sufficient funds were transferred to the GR to replenish its budget. The Roof Reserve has \$349,195.94

Past due accounts total as of January 31, 2022 from 5 homeowners.

Management reported that one homeowner remains in arrears for their monthly fee totalling \$995.00.

Another homeowner is behind \$385.

One estate has been brought up to date, but still owes the late fee of \$10.

Another homeowner was late with the most recent fee so now owes 335.00 (includes late fee).

One owner has 2 outstanding late fees adding up to \$20.00

Total owner balances equal \$1745.00. Management will follow up as needed.

Meeting Adjourned: The meeting was informally adjourned at 5:21 PM. Our next meeting is set for Monday, March 21, 2022 at 4 pm.

Respectfully Submitted: Barbara Starr, Secretary