

**DRUMLINS HOMEOWNERS' ASSOCIATION
BOARD MEETING MINUTES**

April 18, 2022

Present: **Ron Uhlig**
 Barb Starr
 Frank Auria **absent**
 Jim Myers
 Dick Exton

Management: Rick Thomas
Guest: none

The meeting was called to order at 4:05 PM.

Approval of Minutes of past meeting: Jim Myers moved to approve minutes for the March 21, 2022. Dick Exton seconded, all members present approved.

Variance Requests:

- 2 variance requests were approved prior to meeting via email.
- Variance request by homeowner to have an outdoor electrical outlet installed at own expense.
- Variance request by homeowner to install at own expense a holder for American flag per HOA requirements for placement and flag
- One variance not yet approved while waiting for additional information to clarify a request about replacing an outside door at the owner's expense.

Manager's Report: Rick Thomas reviewed the month of March 2022 operating funds. The Disbursements' report reflects \$5,000 deposited to the roof fund and \$3650.00 to the general reserve account. The remaining disbursements were \$78.99 for administration, \$1,399.26 to Crofton Perdue as per management contract, \$2,758.51 for 7th \$2758.51 to Josh Landscape (Property Care) for snow plowing 4 of 4 with 10% held (lawn repair from plowing); salting x2 (an additional expense not included in contract), \$55.85 for electric, \$1,525 Cincinnati Insurance plus \$1004.00 for Excess Liability Renewal insurance with USI Insurance Services. For March there were no charges for supplies or taxes. Contracted repairs totaled 387.01 for roofing issues and \$100.75 for Crofton Perdue repairs; \$654.68 to \$14,806.31 was transferred from the GR to cover the long-term property improvements completed over several months. For 10 months, landscaping, and taxes were unfavorable to budget while contracted repairs, taxes and insurance are favorable to budget.

Jim Myers provided the March 2022 reserve analysis. The General Reserve has \$89,406.33 with \$10,691.68 of encumbrances. Sufficient funds were transferred to the GR to replenish it to budget. The Roof & Gutter Reserve has \$ 359,195.94

Past due accounts total at March 2022 from 3 homeowners. One is a \$10.00 fee for late payment; one is one month past; the third is of longer duration and owner will be spoken to again to remind of lien and possible consideration of foreclosure by the HOA.

Old Business:

AGR plans to replace the mailbox pads in May.
Barb and Ron took advantage of a few warmer days to spray spongy (formerly known as gypsy) moth egg masses with a solution of water and dormant oil spray. The intent is to smother the eggs, not to poison them, thus not causing harm to other species. This was done in common areas and trees in front yards where eggs were noted, but not in the wooded areas behind the

units. It appeared to me (Barb Starr) that there were far fewer masses this year than last and hope that we will not see an outbreak as serious as last year.

New Business:

1. Budget for the year June 1, 2022 to May 31, 2023 has been proposed for \$214,500. Motion made to accept the budget by Jim Myers, seconded by Richard Exton, approved by all board members present. This will be presented at the Drumlins Annual Meeting on June 8, 2022 from 6-8PM at the Victor-Farming Library in the Malone Room.

2. Manel Sealing will be contacted by Rick Thomas for a quote to fill cracks in driveways and roads as needed. No sealing required at this time, but they have done a good job in the past and some additional cracks have opened up.

3. Another third of units at the Drumlins will be power washed this spring by Clean and Green. The portion they did last year met with approval.

4. A request was also made for Rick to obtain a quote for gutter cleaning Clean and Green.

5. The HOA board members did the annual "walkaround" to note any repairs, damage, etc on the outside of all HOA residences. This took place on 2 consecutive Wednesday afternoons in April. Ron Uhlig prepared a spreadsheet to be shared with Crofton for any repairs that are needed.

6. Concern expressed over damage caused by snow plowing to lawns. Both the Village of Victor and our contracted snowplowers have been hampered by the lack of available topsoil.

7. HOA received notification about an additional monthly charge. However, it is unclear why the HOA should be paying the fee. The board requested that Rick Thomas from Crofton look into this and communicate further on this topic.

8. A lengthy discussion followed about roofing needs in the Drumlins. A small Roofing Committee has been formed to discuss all aspects of this project. One roof in the neighborhood on Brookline Ave. is actively leaking and has been determined to need a replacement ASAP. *Please see below* for the proposal and motion to move forward with this roof replacement.

Motion that follows was proposed by Ron Uhlig, seconded by Jim Myers, approved by all board members present:

I move that we accept the Graves proposal of 4/6/2022 if they agree to the following modifications:

1. Only re-roof 2 Brookline, excluding 4 Brookline.
2. Remove and reinstall existing gutters and downspouts.
3. Replace the three skylights with TBD brand units.
4. Shingle color is TBD.
5. They accept Preparation, End of Workday and Disposal conditions.

The cost of the roof is to be paid from our roofing reserve, with the understanding that this homeowner is still subject to any future assessments levied on all the homeowners when all the roofs are replaced.

The cost of the two skylights at 2 Brookline is to be paid by the homeowner.

The additional conditions are as follows:

PREPARATION: Prior to beginning demolition, all trim including porch columns, all porch furniture and all vegetation on the front and rear of the unit undergoing work shall be protected by tarpaulins or similar measures. Any exterior finishes discolored or otherwise damaged from roofing debris shall be restored to match existing finishes as a condition of payment for each building.

END OF WORKDAY: The contractor shall cover all exposed roof sections at the end of each workday and/or during threat of bad weather. The contractor shall be wholly responsible for any water intrusion that occurs once the contractor commences

demolition, including restoration of interior finishes. Any interior finishes discolored or otherwise damaged from water intrusion or by any other measures shall be restored to match existing finishes as a condition of payment for each building.

DISPOSAL: All debris is to be picked up and loaded into an on-site dumpster or dump trailer and properly disposed of. Particular attention should be paid to picking up roof nails from asphalt surfaces and debris from shrub beds. These areas are to be swept with a high-powered magnet to ensure maximum cleanup.

9. Rick Thomas will be away on vacation from May 8th to May 22nd.

Meeting Adjourned: At 5:55 pm the meeting was adjourned. Our next meeting is set for May 16, 2022.

Respectfully Submitted: Barbara Starr, Secretary