

Minutes of the Board of Directors
Kimry Moor Homeowners Association

2010

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Kimry Moor Board Meeting Minutes

January 18, 2010

Present: Ray Forest, Morris Torres, Ray Colton, Nancy Moore, Renee Solow, Joe Taylor, Ann Spector, Mark Bright & Audrey Fitzgerald of Highlander Associates and 9 homeowners.

Comments from homeowners: Whoever is doing the Kimry Moor website is doing a marvelous job; Ray Colton does it. Another homeowner asked about a yearly garage sale and would like to know how people feel about it. She asked about contacting people via email; Ray Colton said the website can do that for those homeowners interested.

Minutes from November 2009 were changed as follows: Under Highlander's Report you can leave your trash in front of the garage not in the garage for garbage pick up and grammatical changes in the Secretary's Report were made. Accepted as corrected, all were in favor.

Highlander's Report: Mark Bright reported that everything was normal & ordinary. There was one significant snow event that was handled well. Recently the cul-de-sacs and ice were cleaned out. There were complaints made while the clean up was being done; it is frustrating to get complaints on plowing that is not part of the contract. Ray Colton brought up timeliness of the plowing because one day Highlander came at 10 a.m. Mark explained that was the second time the plow went through that day. Renee Solow asked what is supposed to be done with the pile that gets left in front of garage doors. That is to be cleaned up after the snow event; if it is not done please contact Highlander so they can verify it was not done and take care of it. A homeowner complimented the shovelers on how well they do. Ray Forest wanted to note that 519 complained that her driveway was not scraped down and she almost fell.

President's Report: Ray Colton passed out an Officers & Board of Directors sheet for 2010 (attached). It was updated and approved by the Board. He listed all meetings for 2010: February 15th, March 22nd, April 12th, May 17th, June 21st, August 16th, September 13th, October 18th and November 22nd. He suggests the Annual Meeting be September 20th but that is not yet final.

Secretary's Report: Renee Solow reported that Rosemary Geraty of 102 died; a sympathy card was sent to her family from the Board and a donation was sent to Holy Cross Building Fund which was the family's choice. Her sister Marilyn has moved to Columbus, Ohio, where she is living in an assisted care facility. Renee asked that anybody who knows about a homeowner that is sick or has a death in the family to let her know so donations can be sent. Homeowner Adeline Bencsik of 402 had hip surgery last week and is doing very well. She will be in rehab at Community General Hospital until the end of January. A get well card was sent from the Board.

Treasurer's Report: Morris Torres reported the November financials had no homeowners owing money. The year end summary and December financials are not ready and he apologizes. Kim Wolff estimated the budget to be \$30,000 surplus. Morris would like to take the excess budget amount and put it into the roof reserve. During the year end meeting with Kim Wolff, Morris Torres added \$1,000 to miscellaneous expenses. In December Brown & Brown were contacted

for insurance policy quotes, which renew February 20, 2010 for Kimry Moor. Two quotes were received and the Board would like Bob Attridge of 907 to review the policies first. Nancy Moore moved to take the retained earnings from 2009 and transfer them into the roof reserve funds. It was seconded and all were in favor.

Committee Reports:

- Grounds: Highlander received 3 quotes for the grounds at Kimry Moor. Bartlett Tree received the one time pruning bid for \$2,050. Michael Grimm received the pest and shrubs 2 year contract for \$7,475. Radway Enterprises received the tree removal and stump grinding bid for \$3,350. Highlander recommended using the three vendors. Nancy Moore moved to accept the bids. It was second.
- Clubhouse: Morris Torres complimented Gloria Colton & Nancy Moore on the great job they did picking out the blinds. Gloria Colton gave Nancy Moore credit for the installation of the new blinds. The committee will be working on a variety of things this year; the main one being the carpet. Getting the carpet cleaned will not fix it. The carpet is 14 years old. A homeowner asked what happens if they do not want the carpet replaced. The Board explained it is their decision and that they have the money put aside to do this. The committee will present the Board with a recommendation for the carpet to be replaced. They have not done this yet so the extensive talk about the carpet is premature. Gloria Colton will be hosting a meeting at her home on Thursday, January 28, 2010 at 1 p.m. (401 Kimry) for any homeowner that is interested in becoming part of the clubhouse committee.
- Maintenance: Ray Forest had 3 lamppost calls to replace the bulbs and one odor complaint but could not find any smells.
- Roof Replacement: Ray Forest reported 3 quotes were received for the roof replacement. The lowest bid was from Custom Quality Roofing which is the most qualified in committee's opinion. They will replace all flu vents, flash the chimneys and build crickets (a mini roof or cricket so ice and snow do not build up behind the chimney causing leaks). There is a limitation on the roof colors because of the siding so they will be sticking with shades of brown. They are 30 year shingles. Ray Forest made a motion to approve Custom Quality Roofing. It was second and all were in favor.
- Social committee: Renee Solow reported 56 homeowners attended this year's Holiday Party. Many homeowners generously contributed their help to make it a success. Thanks to co-chairmen: Joan Murphy and Adeline Bencsik, Jean Bracken, Gloria & Ray Colton, Nan Gartner, Betty & Judy Granatstein, Joan Jacobs, Caryl Kalet, Sue Lawler, Marge Morchower and Judi & Morris Torres. Just a reminder the book club is meeting Tuesday January 26th and exercise class is every Monday at 2 p.m.

Old Business: Nothing to report.

New Business: Joe Taylor would like the President to introduce himself to all new homeowners when they move in.

Meeting adjourn: 8:36 p.m.

Kimry Moor Homeowners Association
Board Meeting
February 15, 2010

Present: Ray Colton, Ray Forest, Renee Solow, Joe Taylor, Nancy Moore, Morris Torres, Ann Spector and Mark Bright & Audrey Fitzgerald of Highlander Associates and 4 homeowners.

Comments from homeowners – One homeowner said she was very pleased with the snow plowing and shoveling Highlander was doing.

January 2010 minutes were approved as written.

Highlander Report: M Bright reported that two tree removal contractors were on site taking trees down. It was not in Highlanders contract to plow or shovel February 15th but the snow was going to melt and freeze over so a clean up was done. Highlander got two snow complaints that day. R Colton would like to discuss a price with Highlander for clean up when there is less than 3 inches of snow.

President Report: With the insurance policy up this month M Torres, R Colton and B Attridge reviewed quotes from Harleysville and Travelers Insurance. The only difference between the two quotes was the price. M Torres made a motion to accept the bid from Harleysville of \$15,869 for Kimry Moor Homeowners Association. The motion was seconded and all were in favor.

R Colton sent out a questionnaire to all homeowners to obtain phone numbers, e-mail addresses and to get an opinion on rental units at Kimry Moor. The majority ruled to keep the by laws the same allowing no rental units at Kimry Moor. A Spector suggested sending the same questionnaire again but as a ballot. R Colton explained that J Murphy tracked people down to get the questionnaire back and gave homeowners two opportunities to fill it out, there is no reason to re-send it.

R Colton made a list of all the homeowners that volunteered to be in the different committees at Kimry Moor. When it is finalized they will post it on the website and send it with the minutes.

Secretary Report: R Solow reported good attendance at the exercise class and book club.

Treasurer Report: December 09 & January 10 financials were distributed and discussed. M Torres stated homeowners should be commended because very rarely does an HOA meet their obligations quarterly without having legal fees, court orders or liens. A late notice/fee is as far as the Association has to go to get the fee paid.

Committee Report:

- Grounds – N Moore reported Bartlett did the one time pruning and Radway is doing the tree removal.

- Maintenance – R Forest reported on the maintenance requests for the month. They were replacing lamp post bulbs and photo cells, an old roof leak and a crack in a basement wall which will be looked at in the spring. All mailbox units should be replaced this spring/summer with a standard metal box. Three need to be replaced now. J Taylor would like Highlander to bring a mailbox to the next meeting.

Roofing contract – The roof committee signed a contract with Custom Quality Roofing for the roof replacements. They selected the architectural shingles which are a brown/gray color. R Forest explained that the homes need to have an overhang before a roof can be put on. Custom Quality Roofing estimated it to be 278 lineal feet per quad which is about \$9,700 extra per unit.

- Social – Nothing new to report.

Old Business: The Clubhouse Committee gave a report to the Board on replacing the carpet in the clubhouse (attached). The Board received three letters from homeowners regarding the carpet replacement. Two letters said do not do it. One gave reasons why it should not be done. The Board needs to make a decision to replace the carpet or not, so the committee's time is not wasted. All Board members agreed that if safety was the number one concern it should be replaced. They would like the committee to continue obtaining estimates. N Moore said the protest group is a very small minority and makes being a Board member difficult.

New Business: Nothing new to report.

Meeting adjourned 9:15 p.m.

Kimry Moor
Board Meeting
March 22, 2010

Present: Ray Colton, Ray Forest, Nancy Moore, Morris Torres, Anne Spector, Mark Bright and Audrey Fitzgerald of Highlander Associates.

Minutes from February 2010 were changed as follows: The last word in the last paragraph of the maintenance report was changed from unit to quad. The minutes were approved.

Highlander Report: M Bright reported Highlander will be in before April to begin the common bed clean up. As a reminder, it can snow in April and May so refrain from pulling the plow stakes out unless they are broken. N Moore stated Highlander has already cleaned up some plow damage. M Bright said the plow damage repair gets built up every year so this year they plan to strip it out and feather it down. R Colton asked when the landscape debris pick up will start, mid April.

President Report: Nothing new to report.

Treasurers Report:

1. M Torres reported all homeowners are current with payment as of 2/28/10.
2. A particular note on this month's financials there is a payment of \$1,108 (\$396 for state tax due and \$712 for federal tax due) for 2009 also a \$350 fee to Kruth, Stein Accountants for preparation of tax returns.
3. One of our CD's came due in February (from Key Bank), M Torres took the \$25,461.21 that came due and added an additional \$25,000 from the MM in the Roof Reserve (yielding practically nothing) and opened up a 1- year at CD at 2.00% w/ Money Fed CU for \$50,461.21
4. As instructed last month, M Torres took \$30,000 from what is essentially retained earnings from 2009 and deposited into the Van Guard MM account, so as you can see the total for the Roof Reserve is now \$217,430.45

Committee Report:

- Grounds: N Moore reported the contracted tree work has been completed. Radway did tree removal and stump grinding: Bartlett did one-time pruning. Michael Grimm will do the regular tree work and pruning under the 2nd year of his tree contract.
- Maintenance: Nothing new to report.
- Roofing project: R Forest reported the overhangs will only have a 10% added cost to the roof project. There are 27 units that need the overhang. R Forest will have a written quote before the work is started. Right now he only has a verbal quote. We are in great shape as

far as funds. The Board needs to decide soon on whether to put the overhangs on the 900 block. M Bright stated a conference call should be set up with those Board members out of state.

- Mailboxes: J Taylor requested a standard mailbox be brought to this meeting. They do not make a US mailbox in “Kimry Moor brown” but the Board liked the black. These mailboxes are less than \$10.00, so if they are damaged all you have to do is replace it. Highlander can re-set/replace and paint all posts, install the new mailbox and wooden box for \$100.00 per unit. The Board would like a plastic tube for the bottom six inches of the posts for the weed eater protection. No action was taken on the mailboxes pending the exploration of other possibilities for mailbox replacement.
- Clubhouse Committee: G Colton asked the Board if a policy could be made that stated there would be no fee charged if a homeowner died and the family wanted the reception at the Club House. A motion was made and all were in favor. Also, B Grossman would like to use the Club House once a week on Wednesdays for bridge. This will begin May 12, 2010 and she will be charged \$50 every four weeks, same as last year. A motion was made and all were in favor.

Old Business: M Torres stated Jim Crow, who works for the Town of Manlius, offered to have his dogs run through both ponds once a week free of charge. M Torres would like to buy him a gift certificate but because of his job he cannot accept anything. M Torres will send a nice letter from Kimry Moor.

New business: R Forest brought up the corner that is ruined by Waste Management every year. M Bright explained there is nothing that can be done, it’s been happening for years. Highlander does back charge them in the spring by taking pictures of the damage and submitting them.

Meeting was adjourned.

REMINDER: The next Board Meeting is Monday, April 19, 2010 in the clubhouse.

Quarterly maintenance fees are due April 1, 2010

Kimry Moor
Board Meeting
April 12, 2010

Present: R Colton, R Forest, M Torres, N Moore, R Solow, A Spector, M Bright and A Fitzgerald of Highlander Associates.

March 2010 minutes: The wrong date was added to the bottom of the March minutes for April's meeting. That is the only change, the minutes were accepted.

President report: Nothing new to report.

Highlander report: M Bright reported that Highlander is getting ready to pull the plow stakes out. The first landscape debris pick up will be Tuesday, April 20th. After the initial pick up the normal schedule will take place, the 2nd and 4th Tuesday of the month.

Treasurers Report: M Torres reported 4 homeowners that have not paid their maintenance fees. The April fees are due April 1 and Morris expects the final 4 payments will be received soon. Next month April financials will reflect homeowner's quarterly maintenance fees (income) for the second quarter of the year. Of particular note on March financials is a payment of \$4,440.87 to Brown and Brown. This is the first installment for Kimry Moor's property and liability insurance. Please note that the roof reserve is now \$217,431.44.

Secretary report: R Solow reported concerns that homeowners have sent to her. One was from B Granatstein regarding the Club House carpet replacement; this will be discussed in old business. Second, there are a group of owners that would like to have a garage sale; this will be discussed in new business. Third, there are financial concerns with mailing the minutes and a group of owners that will hand deliver them. R Colton would like the list of owners volunteering. R Solow would like to remind all that garbage goes outside only on garbage collection day and the garage doors should be closed except when necessary for work.

Committee Reports:

- **Roofs:** R Forest reported the roof work will start the first or second week in May. He received the written quote on the over hangs; it will be \$1,000 additional because the price on aluminum went up. The total amount to put the over hangs on the four units 901-907 is \$10,700. R Forest made a motion to accept the overhang quote. N Moore seconded. R Colton explained that he & J Murphy had a conversation and J Murphy was not in favor but when this discussion took place J Murphy had no information on the overhangs. M Bright believes if this is going to be a huge financial issue with the owners it needs to be thought about, it will save impact on the buildings to keep the moisture out. Making 901-907 the proto types for this project should mean putting the over hangs on to see what it actually does for the unit and re-evaluate once the process is done. Kimry Moor is financially completely sound with the roof project. M Torres believes the decision should be made with the entire Board. The motion was accepted, all in favor 5,

opposed 0, abstention 1. It was passed. Some of the old chimneys will be repaired within the next week.

- Maintenance: R Forest drew up a mailbox replacement plan. R Colton explained it was premature but good to have the information. A Spector asked why copper tops' Ray Forest replied that they will dress up the mailbox, keep the water off and save on the labor cost. R Forest made a masonry repairs & roof leak list (attached). J Murphy asked him to get quotes on these issues.
- Grounds: N Moore reported the blue spruce & birch trees were sprayed today. This is done every year. Highlander repaired the snow plow damage but have not seeded because it's still too cold. The grounds look good for this time of year. Homeowners are not to put any yard waste on the perimeter of Kimry Moor!
- Club House: G Colton updated the Board on re-carpeting the Club House. Four estimates were received, the highest being \$5,076 lowest \$4,204. The committee is not ready to give a proposal to the Board.
- Pool: R Colton has contacted but hasn't received a call back from Tarsen Pool about opening the pool May 20th. He wants it cleaned twice before Memorial Day to have it ready for use Memorial Day Weekend. New pool passes will be prepared this year. He would like to thank the pool committee for all of their help. Update: Tarson will open the pool on May 17 and clean it twice on May 19 and 21. Last year it took two weeks before the pool was ready for swimming.
- Social: R Solow reported a welcome back party is being prepared for all owners. She is getting suggestions on food to have catered, it will be in May. There will also be a pool party; it will not be outside this year!

Old Business: R Solow wrote a letter about the Club House carpet and how she doesn't want it replaced. R Colton explained this is the third time we have discussed this carpet when there was no proposal submitted to the Board on replacing the carpet!

New Business: R Solow would like a priority list for Kimry Moor made. R Colton said every committee should put their requests together then combine it into one list. R Solow made a motion that the priority list be submitted by all committees before the May meeting. A homeowner requested a one time garage sale for all units that would like to participate. There has never been a garage sale at Kimry Moor, a plan would need to be submitted to the Board, the fire department would need to be called and the bylaws need to be checked before the Board could consider a decision.

Meeting adjourned.

The next meeting will be May 17, 2010 at 7:15 p.m.

Kimry Moor
Board Meeting
May 17, 2010

Present: R Colton, R Forest, M Torres, N Moore, R Solow, J Taylor, J Murphy, A Spector and A Fitzgerald of Highlander Associates.

April 2010 minutes: Punctuation changes were made by R Solow. The minutes were approved as written.

Highlander Report: Nothing new to report.

President's Report: R Colton stated an owner in the process of selling his unit asked for approval on the installation of an invisible fence in the common area. Page 10 section 5 of the Declaration of Covenants states: "Dogs and cats in the common area must be on a leash at all times." N Moore stated a request came in years ago and was denied. The Board unanimously voted to deny the request.

Secretary's Report: R Solow read a letter from B Granatstein about contacting the Town for road repair. This will be discussed under maintenance. R Solow thanked J Bracken for her strong effort to get people to attend the Board meetings.

Treasurer's Report:

- M Torres reported one homeowner delinquent; two notices were sent to the owner about this.
- The tree service expense category totals \$3,070.35 and is comprised of two items: \$672.75 from Michael Grimm and \$2,397.60 from Bartlett Tree Experts. Both of these items are included in our 2010 budget.
- After our last meeting, someone asked M Torres how funds get placed into the "roof reserve account". Every first of the month of January, April, July and October \$8,400 is automatically taken from the Vision account, placed into our M & T checking account and then sent to our Vanguard money market account, which holds the bulk of our funds.
- As of April 30, 2010 the total in the roof reserve is \$225,832.81.
- M Torres stated his top three priorities for Kimry Moor.

Committee Report:

- **Roofs:** R Forest reported the roofs at 901, 903, 905 and 907 were finished today. There were a lot of problems on these four roofs. 103 sheets of plywood were used which exceeded the 20 sheets estimated. There was a 12% overage on the project due to all the issues. The total additional cost for the roofs was \$4,445. R Forest would recommend this contractor for future roof work. J Murphy had him price the next project which is the roofs at 813, 815, 817 and 819. The committee recommends that the work be done next year with an estimated cost of \$42,106. J Murphy suggested that the Association perform the work this year because of the anticipated significant increase in cost of supplies: wood, shingles and aluminum. M Torres reported the money is available to do the four but will have definite figures by the end

of the week. R Forest recommends staying on the plan. R Forest stated his top three priorities for Kimry Moor.

- **Grounds:** N Moore reported they are following contracts for all grounds work. The ponds will be filled this week and will have to be emptied once in the summer. The basic tree work for 2010 is done; four new tree plantings are scheduled. Everything was going well; UFPO marked the gas, electric, water lines in areas where new trees will be planted at no cost. Then Premier Utility Services, via letter, advised us "consumer owned electrics are also in area, are privately owned and have not been marked out. Premier requires a minimum of \$250.00 to mark out areas. Failure to do so would affect Cross Creek adversely, if they damaged any lines while digging. New laws state there is a minimum \$1000.00 fine, plus liability for damages. A motion was made and seconded to give the \$250.00 to mark the unmarked areas. N Moore has no priority list for grounds; all of her priorities are contracted already.
- **Geese:** J Murphy reported on the geese situation. Take Flight Goose Management was hired by the Board upon the recdation of J Murphy and R Forest. Take Flight Goose searched the property for eggs; the eggs were poked with a pin and will never hatch. The geese see that none of the eggs have hatched and leave the property. Four dogs that are specifically trained to scare geese came to the property also. The program has ended now; April thru May is when the geese lay the eggs. J Murphy reported a significant reduction in the geese. Eliminating the geese does not happen in one year; it's a three to four year process to completely eliminate. Mary Anne with Take Flight Goose is coming to the June meeting to give the results and to give a presentation.
- **Roads:** J Murphy reported Rob Cushing is the new road attending supervisor with the Town of Manlius. He has a budget of \$600,000 to cover 109 miles in Manlius. Rob Cushing told J Murphy that repaving Mott Road from the school to the stop sign is on the list for this year. Kimry Moor will have the pot holes repaired on the ring road. Next year he promised the concrete gutters would disappear and the road will be rebuilt and raised. This will increase the width of the road.
- **Maintenance:** J Murphy reported eighteen calls from residents; he responded to all. Eleven chimneys need repair and he already has proposals on them. The eleven will be done by the end of summer and the other four will be done in the fall. The board approved \$15,000 for all 15 chimneys and is awaiting an e-mail from J Murphy for the complete list of 15 homes. All were in favor. R Forest and J Murphy re-did the bridge outside the club house but the next day it was damaged again! Tom with Suburban came to look at mailboxes and J Murphy is awaiting a proposal. The chimney repairs need to be done with maintenance fund. J Murphy stated his top three priorities for Kimry Moor.
- **Club House Committee:** G Colton reported on the carpet replacement. When they started investigating the carpet replacement, they were told the money was available. M Torres reported the money is available. N Moore distributed the new carpet proposal to all Board

members. A motion was made to allocate the \$4,402.08 for the carpet by M Torres, seconded by N Moore. The results of the voting on the proposal were: four in favor, four not in favor. H Heim will be the deciding vote. G Colton stated the top three priorities for the club house committee.

- **Social Committee:** R Solow stated the top three priorities for the social committee.

Old Business: R Colton stated the priorities from all Board members should be prioritized to top three agreed by the Board. This was discussed but nothing was decided on.

New Business: The Summer Party is Wednesday, June 16, 2010 from 6 p.m. to 8 p.m. at the Clubhouse.

Meeting adjourned

The next meeting of the Board is Monday, June 21, 2010 starting at 7:15 p.m.

Kimry Moor

Board Meeting

June 21, 2010

Present: Ray Colton, Ray Forest, Joe Murphy, Herb Heim, Nancy Moore, Morris Torres, Renee Solow, Joe Taylor and Audrey Fitzgerald of Highlander Associates.

Absent: Anne Spector

Special Guest: Mary Anne Kras

The minutes from the May 2010 meeting were approved; the priority list needs to be re-written per Joe Murphy.

Take Flight Goose: Mary Anne Kras attended the meeting to explain their services with regards to the geese. The first thing done is population control. This is accomplished by adding the eggs before hatching. The egg is soaked in oil or poked with a very small hole, marked and put back. By the time the egg doesn't hatch, the female is no longer fertile. At Kimry Moor 7 nests were added. There are two families that come in from across the street; twice she had the dogs around acting as predators to the geese. The geese won't get out of the water with the dogs there, so she puts the dogs away and the geese walk back across the street. Kimry Moor should apply for their own permit to save money for next year as it covers a 12 month period. The Board believes she is doing a great job and has made a huge difference.

Highlander Report: Nothing new to report.

President Report: Nothing new to report.

Secretary Report: R Solow reported a couple of owners have taken interest in the secretary position and are all thinking about it.

Treasurer Report: M Torres reported on the May financials:

- All homeowners are up to date with maintenance fees and transfer fees. Kimry Moor had one new homeowner move in at the end of May; John Pilger moved into 116 Kimry. The transfer fee will be reflected on June's financials.
- Of note on the May financials are expenses under Capital Improv/Emergencies totaling \$1,555.95. These expenses are comprised of \$1,296.00 to "Take Flight Goose" for geese control and \$259.95 for 4 more coyote cutouts.
- In May Kimry Moor had a \$25,000 Solvay B. CD mature, principal and interest totaling \$25,538.20, to that total, M Torres added \$15,000 from the Van Guard MM Fund and took out an 18 month CD with Solvay Bank which comes due November 5, 2011 at 1.70% (total of the CD re-invested is \$40,538.20).
- The Roof Reserve Fund was calculated by M Torres for April. At the end of April our RRF totaled \$225,832.81, they add \$271.53 of the CD and MM interest and subtract from that \$42,106.00 paid to Custom Quality Construction for the 4 roofs on the 900 block, therefore the RRF is now \$183,998.34.

Committee Report:

- **Roof-** R Forest reported Kimry Moor will have a contract drawn up by Custom Quality Construction for the next four units. This will start in 2011. Roof repair for 605/607 will be done by the end of the week. The cost will be coded to roof repair in the financials. 607 will pay for the skylight.
- **Social:** R Solow reported 66 residents came to the summer party. This is the biggest turnout and the biggest social committee ever. It was outstanding. They celebrated Anne Garofalo's 99th birthday. R Solow thanked Judy Granatstein, Joan Murphy, Jean Bracken, Barbara Grossman, Steffi Bergman, Morris Torres, Herb Heim and Ray Colton for their efforts.
- **Grounds:** Michael Grimm has done several tree sprayings per their contract. Highpoint has also treated the lawns. Miscellaneous small scale grounds and tree work has been identified and will be done this summer as time permits. One homeowner responded to a letter from the grounds committee and indicated she will comply with requests to clean up the 10 foot perimeter by mid-July. Also, an overgrown bush at the same location which is compromising the new roof and will be pruned or removed. The four new trees have been consistently watered by adjacent homeowners and thrive. Generally, homeowner requests have been reasonable and have been or soon will be taken care of, while most homeowners continue to maintain or improve their landscaping.
- J. Murphy suggested that Michael Grimm and Highpoint be given a key to the pool area so they can perform any needed work on the grass in the area.
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- ***Reminder: Do not put any yard waste in the wooded areas. There is twice a month pick-up provided by Highlander. Do not put out any Japanese Beetle traps or they will be removed.**
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- **Maintenance:** J Murphy reported 6 resident calls were all dealt with. He is replacing the fire extinguishers in the Club House as they were out of date. A lock box was purchased for the 12 keys used for the entire Association. R Colton has the key; it is installed on the basement wall. Storage cabinets have been installed, a work bench with hand tools, a cabinet was purchased for the ladies room toilet and rails were installed, the Granatstein's donated a chair for the bathroom at the Club House. The stairs at the Club House were stained this past week by J Murphy. He bought a step ladder so Highlander doesn't have to come out and charge \$37.00 per hour to change a light bulb. The chimney work is estimated to come under \$5,000 budget. A request for masonry repair on the brick stoop at 803 came in. \$1,000 to repair the stoop and sidewalk. J Murphy would like to talk to the mason to start a sidewalk replacement proposal. He received 3 architectural requests: 2 of the 3 were for replacing windows. The other was to put up a patio behind the unit, tearing down the original deck. J Murphy gave

approval to all 3 requests. He submitted a proposal to the Board about replacing the foot bridge over the stream near the fence that conceals the dumpster area at a cost of \$650.00. A motion was made, seconded and motion carried: 5 in favor, 3 not in favor. A motion was made to power wash and paint the trim on the Club House. This will be at a cost of \$800.00 and done by Heritage Painting. The motion was made, seconded and all were in favor. J Murphy would like to see if the High Point fertilizing notices can be posted at the Club House instead of being mailed out.

- **Abuse of dumpster area:** pThere have been several instances where excessive trash has been placed in the dumpster. Residents are reminded that disposal of trash that has been generated because of moving in or moving out or work done on the premises is the homeowners responsibility or the contractor.
- Article XVI Section 10 part b reads as follows: (page 25-26)
 - b. On designated days, at designated times, the Occupant shall place outside the Unit, trash or garbage in sealed plastic bags in covered barrels. Recyclable items shall be placed outside the Unit in a bin provided for that purpose. The trash and garbage must be acceptable under current ordinances, rules and regulations of the County of Onondaga, the trash hauling contractor and the Association.
 - i. Partially filled paint cans, tires and toxic materials of any kind may not be placed out for collection by the Association's contractor.
 - ii. The maximum amount of trash and recycling pick-up per Unit by the Association shall not exceed the equivalent of three (3) 30 gallon containers or equivalent.
 - iii. The Owner is responsible for the removal of large items such as furniture, appliances etc and/or for trash or recyclables exceeding three (3) 30 gallon (or equivalent) containers. These items must be removed from Kimry Moor by the Owner at his/her expense.
- **Pool:** R Colton reported the past 2 weeks a lot of problems have occurred with the water temperature. The pools furnace is not working properly. Tarsen looked at it a few times and finally found it was the core furnace that it leaking. Until the furnace is fixed or replaced the pool water will not be heated. R Colton thanked Judy Granatstein who has taken the readings on the pool almost everyday. It's done 3 times a day because of the county regulation.
 - **Clubhouse:** R Solow reported no one is in charge of the Club house; Nancy Moore & Gloria Colton have resigned. Lee Margolin will book the Club House. If anybody would like to be chairman contact R Solow. There is a book outlining anything you would need to know. R Solow and N Moore are going to meet about the regulations of the company cleaning the carpet.

Old Business: 803 Steffi Bergman handed the Board a formal proposal on a one day garage sale. It was discussed in great detail and there are too many differences in opinion for the Board to approve it.

New Business: No new business

Meeting Adjourned

Kimry Moor Homeowners Association
Board of Directors Meeting
July 19, 2010

Present - R Colton, R Forest, J Murphy, N Moore, J Taylor, M Torres, R Solow, A Fitzgerald & M Bright of Highlander Associates.

Absent – H Heim and A Spector

Adoption of Minutes – The June 2010 minutes were approved as written.

Highlander Report – M Bright reported zero maintenance calls that Highlander has taken care of. The regular mowing cycle will continue next week, one week was skipped due to the dry weather.

President Report – R Colton thanked Judy Granatstein & Joan Murphy for their help with the “Safari Adventure” last week.

Treasurer Report – M Torres reported on the June financials:

- As of July 15th nine homeowners have been late with their maintenance fees. Late notices have already been sent out.
 - Of special interest on June’s financials, under Maintenance/Repair, a charge for \$4,218.82. This breaks down as follows:
 - a) \$4,022.88 for chimneys
 - b) \$125.00 for roofs
 - c) \$50.96 for decks
 - d) 19.98 for lights
 - There is also one correction under Club House expenses the total of \$748.57 should be reduced by \$172.70 to \$575.87 and the year to date for the Club House expense should now read \$1,268.43. Under Club House Improvements add \$172.70 for a total year to date of \$172.70.
 - Several people have asked where Club House fees are reflected on the financials. If you look under Income, go down to Other Income you will see a figure of \$100 that is the total for Club House rental for 2 Kimry Moore residents:
 - a) The Margolins’ of 602 Kimry
 - b) The Marshs’ of 521 Kimry
- Next month you’ll see another \$100 under Other Income to reflect the Bridge Club’s rental for the months of June and July.
- The total in the Roof Replacement Fund is \$184,002.42.

Secretary Report – R Solow reported the new Club House managers are Lee Margolin and Betty Granatstein. Residents can book the Club House for events by calling Lee at 637-0356.

Committee Reports:

- **Roof:** R Forest reported the plans are on as scheduled for the 800 block roof replacement. The roof has been repaired in a few areas and will be looked at further this Fall to determine if a new roof is needed.

R Forest stated three months ago a quote was received and brought to the Board for approval on a repair at 605/607 for \$2,220. J Murphy disputed this quote so the Board denied it and had the repair done by J Murphy's contractor. Two weeks after the quote was denied J Murphy contacted R Forests' contractor to go ahead with the work. J Murphy did not get the Boards approval for this work (contracts/work of more than \$250 needs Board approval).

815 Kimry, Marty Levine's chimney is the second issue. J Murphy had the masonry just put caulking around the chimney to correct the leak. Marty Levine is requesting reimbursement for the damage caused by the leak to his unit because, according to the insurance adjustor, the chimney was not properly maintained. However, the association has repaired the roof and chimney on several occasions. According to the bylaws, the association is not responsible for any interior damage due to roof or chimney leaks.

A motion was made to replace the roof on four units in the 800 block this year. After much discussion, a motion was made to table the resolution until the next meeting so that Ray Forest can obtain opinions from roofing contractors. Joe Murphy will obtain estimates to repair the chimney.

- **Pool:** R Colton reported the pool needs a new heater. Tarson Pool and Pool Surgeons gave quotes over \$9,000. Per M Bright's suggestion R Colton checked the internet for prices where he found the heater to be only \$5,000. Highlander installed the last heater at Kimry Moor and estimates that \$500 will be needed to install this one. R Colton made a motion to purchase a new Hi-E2 pool heater at Pool Supply and have it shipped to Highlander. The motion was seconded and all were in favor.
- **Social:** R Solow reported the next book club meeting is on Tuesday July 27th at 11 a.m. The book To Kill A Mocking Bird was chosen to celebrate the 50th year anniversary of its publishing. All are welcome. Exercise group meets Mondays in the pool at 2 p.m. to practice water aerobics. All are welcome. Thanks to Gloria & Ray Colton for hosting Africa night, a presentation of their trip. A large crowd enjoyed the exotic pictures and the

narration. Gloria Colton and Joan Murphy provided refreshments and Judy Granatstein gave her energetic help. Thanks to Joe Murphy for picking up the minutes at Highlander and delivering them the same day.

- **Grounds:** N Moore reported Highlander skipped one week of mowing due to dry weather. During this missed time period Highlander performed small detail work: trimming, pruning and mulching. N Moore sent two letters to a homeowner concerning a large bush on a new roof in the 900 block; N Moore called her and set up an appointment. She wants the Association to fix her deck & she will fix the tree! N Moore gave her 30 days and it has passed. The Board would like her to send another letter to the Owner.
- **Maintenance:** J Murphy reported eight chimney repairs have been completed so far. J Murphy reported 12 maintenance issues since the last meeting. A homeowner asked what was being done about decks, this was discussed by the Board and R Colton stated each year certain maintenance areas are given priority depending on the needs of the community and the funds available.
- Note: Highlander checked their records about calls to them for maintenance issues. *Highlander has record of five. Highlander received thirty-two maintenance calls January through May 2010. Highlander received two maintenance calls in June 2010 and two in July 2010.*
- **Clubhouse:** Judy Granatstein reported herself and Lee Margolin are going to be responsible for the Club House through the end of 2010. A portable commode was put in the Woman's room and can be moved to the Men's room when necessary. The hand rails were installed in the commode by J Murphy. After the power washing and window cleaning are done, the carpet will be cleaned.

Old Business – M Torres would like to change the September Board meeting to the 20th and the Annual meeting to 27th. This will give Highlander time to prepare the financials. All were in favor. J Murphy received two phone calls about geese; Take Flight Goose came today and made two passes getting rid of several families. The Board agreed to have the Goose funds put under Grounds and have N Moore be in charge of it.

Steffi Bergman brought up the garage sale issue. She would like to contact all Owners and get opinions. She will create a sheet for the Owners to fill out and it will go with the July minutes.

New Business – R Colton asked A Fitzgerald to send the priority list from the May 2010 meeting to all Board Members. They will correct and have back to A Fitzgerald by July 23rd. M Torres stated it was nice to see Mark at the meeting, he adds a lot with his opinions and he knows a lot of the Kimry Moor history. M Bright asked what the Board was going to do about the walk path

after the bridge as lawn mowers need to get safely into the pond area. R Colton stated to leave it the way it is.

R Forest stated, "As of July 19, 2010 I will no longer be affiliated with the maintenance committee. I do not agree with the existing procedures for building repairs and or construction methods. However I would assist the HOA President upon his request with any questions or concerns regarding those matters."

Meeting adjourned 9pm

**** CALL HIGHLANDER WITH ANY AND ALL MAINTENANCE ISSUES! ****

Next meeting is August 16 in the clubhouse starting at 7:15 pm

Kimry Moor

Board Meeting

August 15, 2010

Present - R Colton, R Forest, J Murphy, H Heim, N Moore, M Torres, R Solow, A Spector, K Wolff of Highlander Associates and various homeowners

Absent – J Taylor

Adoption of Minutes – The July 2010 minutes were approved with typographical and punctuation corrections.

R Colton asked for general comments from the homeowners.

Homeowner Comments

R Colton stated that S Bergman tallied the garage sale responses and asked her for totals. She stated that responses received prior to the start of the meeting totaled 13 in favor of and 15 apposed of garage sales. She received several more as she walked into the meeting room, which are all apposed of garage sales. Therefore, the result is no garage sales. She thanked everyone who responded and does understand the concerns. R Colton thanked Stephanie Bergman for her hard work on this issue.

Homeowner concern regarding National Grid: The shut off value to meter was not reachable and therefore, a new one was installed. The installation created a big hole along with a muddy mess. The question was: Who is responsible? The area is not filled in properly. R Colton explained that National Grid is responsible to put the area back in the same condition as they found it prior to the work being done. The Homeowner was instructed to contact National Grid regarding the matter.

No other homeowner issues.

R Colton called the meeting to order.

President Report –

Roof repair at 607: R Colton stated that he researched the matter as there were questions regarding the history of this issue. R Forest obtained a quote dated 5/21/10 to repair the roof at the request of J Murphy. J Murphy also obtained a quote to repair in the amount of \$150. In early June, Joe M authorized the work described in the quote obtained by Ray F to proceed. There was no vote from the Board on this matter." Work was done in late June, as evidenced by

an invoice received and an authorization for payment by J Murphy at a cost of \$2,500. An issue was raised whether this work was authorized by the Board, as there is not mention of it in the minutes. The outcome of R Colton's research is that the work was done and it was paid for with no board approval. The caution he would like to make, is that any work in excess of \$250, must receive prior approval from the Board. R Colton then asked for any comments from the parties involved. R Forest stated that he felt the matter was white washed. He said it was not handled as it should have been. He did obtain a written quote as requested. The work was done after the fact and without prior approval from the Board. The Board is authorized to handle the Association's monies and it should be handled properly. J Murphy stated that the homeowner is happy.

J Murphy reported that Chimneys and Roofs are no longer his responsibility. He obtained a quote that was requested of him, but that is his last act with chimneys or roofs.

R Colton proposed to the Committee that they look at taking some of the responsibilities of roof and chimney repair from the maintenance chair and add to the responsibility of the roof replacement chair. There is a resolution before the bylaws committee for their inspection and review.

R Colton reported that there was a request from a homeowner to the Association to pay for a retaining wall and interior repairs from a chimney and/or roof leak. He referred the matter to J Murphy, to inspect and give his opinion on the matter. After inspecting, it was agreed that the walk needed a little leveling, but the retaining wall was in good shape and that the Covenants and Bylaws state that the interior repairs are the responsibility of the Homeowner. To date, R Colton has not heard from the Homeowner.

A Spector asked if there is a paper trail from J Murphy to Highlander regarding maintenance issues handled. K Wolff stated that if work is paid for by the Association, the receipts are received which then proves the work is completed. R Colton stated that J Murphy keeps a log also.

J Murphy reported that the residents call Highlander with all maintenance issues and Highlander emails him. M Torres reported that if J Murphy has expenses incurred for maintenance, he receives the documentation. J Murphy reported that people used to call him directly; now he insists that they must contact Highlander directly.

Highlander Report – K Wolff reported that both M Bright and A Fitzgerald were both on vacation and will be returning for the next meeting. Nothing of significance to report.

Treasurers Report – M Torres reported on the July, 2010 financials

- As of 8/16/10, there are 2 homeowners who still owe quarterly maintenance fees. Late notices have been sent twice.
- Several things are of special note on July's financials:
 - Under Pool Maintenance: a charge for \$4,999.95 is for a furnace/heater for the swimming pool.
 - Under Capital Improvements: a \$650.00 charge is for the bridge outside the clubhouse.
 - Under Maintenance and Repair: a charge for \$11,206.00 is broken down as follows:
 - \$8,316.00 for chimneys
 - \$2,395.00 for roofs
 - \$495.00 for carpenters odds and ends
 - Finally, under Roof Replacement Reserve, there is a charge for \$8,406.67, which is added to the previous amount in the Roof Reserve of \$184,002.42, bringing a total of the Roof Replacement Fund to \$192,409.09. This amount is found on the back of the financial statement provided.

M Torres stated that he made a comparison to last year and found that this year, there is approximately \$10,000-\$20,000 more on hand as compared to the same time last year. He pointed this out to the Board in a proactive effort to review upcoming projects; he urged the Board to look at obtaining bids and review for this year if needs to be done, while the monies were available. The extra monies are due to coming in under budget on some expenses. R Solow suggested that the Board look at the decks as a possibility for this year.

Secretary Report – R Solow reported that she had received correspondence with regards to the garage sales, but this was all moot now. It was noted that the following activities continue:

- The exercise class, Terra Firma, meets every Monday at 2 p.m. in the Clubhouse or Pool. Everyone is welcome. (Call Renee Solow at 637-3600 for costume choice)
- The book club, Bookworms, meets the last Tuesday of every month. Cutting for Stone is the selection for September. (For a copy, call Ginny Stuckey at 632-4076). Everyone is welcome.

- An End of the Summer Party is in the planning stage. Suggestions and Volunteers are welcome. (Call Renee Solow with your contributions)

Please note that Announcements are also listed on the website at www.kimrymoor.com

Committee Reports

- **Roof:** R Forest reported that, as requested, he obtained quotes for 813- 819. Additionally, he received one quote through a homeowner. He explained that he would prefer that homeowners send contactors to the Committee. There are specs that must be followed. If the quote is not prepared with the specs, it will not be accepted nor considered. He had 3 contractors bid the work. The issue is that some want done this year and some want done next year. The roofs were looked at. They could possibly make it one or two more years, but then again, maybe not. It should be noted that there are some damage on the trusses. Additionally, contractors told to estimate high with wood replacement needed with the roof replacement. R Forest stated for comparison of bids, he assumed replacement of 100 sheets of wood may be needed. Detailed information was given regarding reduced bids due to less wood replacement, which is not realistic. Additionally, information was given that all 4 units do not have the same roof line and the Board may choose to only address the 1 roof section which is more urgent for this year. Discussion included the Roof Replacement Fund was set up to begin roof replacement in 2012 and this matter has been tabled in the past. M McNeil stated that she was the culprit for obtaining a quote from Leo Rayhill without directing him the Committee. She apologized for not following protocol and said she would ask Rayhill to contact R Forest. It was reiterated that all specs are in writing and all contractors recommended by homeowners should call the appropriate committee chair. If it is the responsibility of the Homeowners Association, then the Homeowners Association should be soliciting the bids. M Torres reiterated that tonight the Board will be voting on replacement of 1 roof or 4 roofs in 2010. The work will be funded through the Roof Fund. The group is not just looking at the cost, but also the program that was set up and projected to be funded over the next 20 years. He stated that Kimry Moor is lucky to have a Board that set this program up and planned for the future.
- **Grounds:** N Moore reported that in addition to the day and a half each week of grass cutting, weed-eating, general clean-up with the leaf blowers, some scheduled tree work was completed. Last Thursday, 8/12 Highlander and Grimm cut brush and limbs away from units and roofs, concentrating on the 800-900 block that backs up to the woods. Some earlier requests from homeowners that met contract criteria also were completed. Friday, 8/13 and Monday 8/16, Grimm did more work specified in his contract. Locust

trees on the entry roads were shaped and pruned along with 34 crabapples and hawthorns, designated on our map. Two homeowners removed trees that were inside the 10' perimeter at their own expense. R Solow inquired about the flagstones near bridge. N Moore replied that they cannot go further due to the roots. .

- **Maintenance:** J Murphy reported that since the last meeting, there have been 8 requests for various types of maintenance. All matters have been resolved except 1, which is a plumbing fixture that needs to be completed. The maintenance expenses are slowing down for the budget year. He had an electrician come in to install new pool lights for security in the pool area. The bridge is finished; other than another coat of stain. Some maintenance issues on the list can carry over to next year; i.e. continue with slate and field stone or change to concrete walkways. They are waiting on a decision with regards to chimney repairs, as H Heim has requested that Highlander assist the Board in obtaining another estimate. He reported that 803 has a bad stoop situation which will need brick and stone repair. Bids have been obtained from Maxie and D J Masonry. J Murphy is requesting board approval to proceed. There are 4 or 5 more chimneys for next year, which bids have been supplied for; he will turn over bids to R Forest. The Board may want to consider addressing this year. He reported that the newspaper chute was addressed which will be made of cedar for greater longevity., Next year the Board may want to look at the mailbox situation and consider replacing the mailboxes with metal or fiberglass. There was a question regarding Syracuse Newspaper supplying newspaper boxes. They will supply but they are not attractive and it is not something Kimry Moor is interested in utilizing.

R Colton asked if J Murphy had any resolutions before the Board. J Murphy made a motion that the bid for \$972 to correct a stoop and a walkway at 803 be approved. The motion was 2nd. A question was asked with regards to why the work is needed. J Murphy explained that the step is cracked, the mortar is shot, and the walkway is terrible. The stone needs to be reset. Therefore the repair is necessary. The motion was unanimously approved to proceed with the work.

- **Clubhouse:** B Granastein had no report
- **Pool:** R Colton reported that the furnace was replaced. He thanked Highlander for coming on a Saturday morning to deliver the equipment that was received via shipment to their office on Friday. Everything was installed the following day and is working nicely.

R Colton reported that R Forest called Concrete Renovators and requested an estimate to renovate the white area around the pool. This would include removal of the current paint and then the application of nice new paint and sealing of all the edges. It would be nice

to have it done. The estimate is \$3,300. The largest part of the cost is the removal of the paint. R Forest added that the contractor would grind, resurface and epoxy the area. It won't peel again after this process. R Solo asked about power washing the concrete stains, which was confirmed has already been completed.

R Colton thanked J Granastein for her efforts. She takes the chemical readings, supervises and cleans up. Jean Backen assists as well as others to keep the Kimry Moor pool looking pristine. The water is currently at 84 degrees.

- **Bylaws:** R Colton advised that he had presented the Committee with proposed changes. H Heim stated that a letter was circulated to the Board; changes are predicated on their experience. Proposed changes included the type of vehicle that can be parked in a driveway and the leasing of units. It is the intention that leasing is not allowable, but are the current rules enforceable? The Committee is reviewing such questions with regards to the number of people and their relationship to the homeowner. Other issues the Committee is reviewing include the changing of some of the dates to be more practical, while other proposed changes are more technical issues. The document needs a tune up. H Heim stated that he is the Committee Chair and homeowners can feel free to give their thoughts to any Committee member: Joe Taylor, Ann Spector, Joe Murphy, Ray Colton, and Herb Heim. It was noted that Bylaws can be changed by the Board but not the Declaration.
- **Nominations Committee:** H Heim reported that the Bylaws approved by membership 2/26/09 reduced the number of Directors from 11 to 9, imposed term limits on Directors (2 successive full terms of 3 years each) and provided that an Officer must be a Director. Prior to the adoption of our present Bylaws, there were no term limits for Directors and Officers need not be Directors. It is the position of the Nominating Committee composed of Betty Granastein, Bill Schmidt and Herbert Heim, that the new Bylaws only apply to Directors who took office after February, 2009. Directors whose terms expire 12/31/10 are Ray Colton, Nancy Moore and Joe Murphy. It is the position of the Nominating Committee that all 3 are eligible for re-nomination. As the time limit for nominations by the nominating Committee has elapsed (45 days prior to the date of the Annual Meeting) it is the recommendation of the Committee to the President that Ray Colton, Nancy Moore and Joe Murphy be nominated by the President for a new term commencing January 1, 2011. H Heim has announced to the Board that he will resign as Director following the Annual Meeting. Thus, there will be a new Director appointed by the President with the approval of the majority of the remaining Directors. The report will be reported to the general membership on 9/27. If there are no other nominations from the

homeowners (refer to the Bylaws on procedure), the process will be completed by acclamation.

R Colton stated that a new phone number list will be distributed. Highlander to copy and get to the Board for distribution. R Solow stated that if there are any changes, please get to her and she will provide to Highlander before copying.

Old Business:

R Colton advised that there was a motion tabled by J Murphy and 2nd by J Taylor to replace the roofs at 813, 815, 817, and 819 this year. There was discussion that doing the work this year could save Kimry Moor monies, if there are price increases next year. R Forest spoke early tonight on the matter and reiterated that the work does not need to be done this year except for 1 unit that has compromised trusses. Comments tonight reinforce this position. If the proposal is signed before 9/1, the contractor will honor his proposal. M Torres reminded the group that there is a scheduled that should be followed if possible. Upcoming roof work for the next couple of years was discussed.

On 7/12, J Murphy made a written resolution. With increasing costs, reserve funds available and ongoing repair cost, it was his recommendation to replace 813, 815, 817 and 819 roofs this year. R Colton called for a vote on the resolution to replace all 4 roofs: 2 approved, 6 opposed. The resolution was not passed.

A Spector made a motion to replace the 1 roof at 813 this year. 2nd by N Moore. There was discussion. Unanimously in favor.

New Business:

Homeowner requested that the Board look at using extra funds in the budget from this year to stain the decks. R Colton would recommend that the Board evaluate what is excess at year end before making a decision to proceed on new projects this year. J Murphy has advised the Board that the decks don't need to be stained this year. R Forest asked if Highlander can assess decks and prioritize. J Murphy already has done this and has a list. J Murphy assured the Board that all carpentry work has been done on as needed basis and all decks are in need of stain which is a major project. J Murphy has been providing homeowners with stain, if they apply themselves. The issue is aesthetics and appearance and this is what the homeowners are complaining about. When bad wood is found, it is replaced.

Priority lists need to be finalized. Committee chairs need to know what needs to be done as part of the ongoing budget process. Extras need to be prioritized. Discuss at the next meeting.

Meeting adjourned 9 p.m.

**** CALL HIGHLANDER WITH ANY AND ALL MAINTENANCE ISSUES! ****

The next Board meeting will be on Monday, September 20, 2010 starting at 7:15 pm in the clubhouse.

The Annual Homeowner Membership meeting will be held on Monday, September 27, 2010 starting at 7:15 pm in the clubhouse.

REMINDER!!!! Quarterly maintenance fee is due October 1, 2010

Kimry Moor
Board Meeting
September 20, 2010

Present: Ray Colton, Morris Torres, Ray Forest, Herb Heim, Joe Murphy, Renee Solow, Anne Spector, Nancy Moore, Mark Bright & Audrey Fitzgerald of Highlander Associates.

Guest: Joe Esposito general contractor.

815 Kimry Chimney - R Forest reported the chimney is in dire need of repair. It will need extensive work to fix permanently and correctly. The chimney should not be in the location on the roof that it is. Therefore, there are leaks coming from different areas. The Levine's were given the option to tear down the chimney and have it replaced with a zero clearance gas fire place. They denied this option as they want the chimney to stay and no inside remodeling to happen. R Forest introduced Joe Esposito a general contractor that has done multiple jobs at Kimry Moor. Joe Esposito explained that nobody can know what the true problem is, until they open up the roof/chimney first. He gave a written quote for his labor rate with a do not exceed cost amount. This will be discussed further under Roof Committee.

The minutes from August 2010 were approved as written.

Highlander Report – M Bright reported the heavy rain event which caused 5 roof and/or chimney leaks, Highlander was asked to repair. There have been no leaks in those 5 homes since the heavy rain. The pole light that is out by the flag pole is still out. Highlander is still in the process of finding the under ground power source. M Bright and a contractor are working on replacing the garage doors at 801/803 Kimry. One of the garage doors is bent and needs to be replaced. He is getting a bid to replace both of the garage doors, so they match the others in the Association. J Murphy reported Highlander needs to secure the Club House and shut lights off when not in it.

405 Kimry mold – R Colton, H Heim, J Murphy and Highlander all checked the basement walls at 405. There is mold growing on the walls and it needs to be taken care of right away by the Homeowner. The Board and Highlander agree that the homeowner needs to have an engineer and the insurance company look at the water issues.

President Report: Nothing new to report.

Treasurer Report: M Torres reported that all homeowners are currently paid up to date with their quarterly maintenance fees. Of special interest on August's Financials are:

1. Pool Maintenance for \$2,782.78: comprised of Tarsons Pool Maintenance for \$2,476.62 and Highlander Associates \$306.16 for installing the furnace/heater.

2. Utilities for \$1,094.33: comprised of Verizon \$34.09, OCWA \$472.20 and National Grid \$588.04. Because of the season, the expenses ran higher which was due to maintenance, water and heating bills for the pool.
3. Grounds Maintenance for \$4,579.32: comprised of Gannon Pest Control \$199.80, Take Flight Geese \$108.00, Highlander Associates (monthly budget) \$3,940.12 and Highlander Associates (odds and ends for several homeowners) \$331.40.

The total in the Roof Reserve Fund as of 08/30/10 is \$192,417.27.

Committee Reports:

- **Grounds** – N Moore reported there were a few calls from new homeowners regarding their responsibilities. She explained and all worked out well.
- **Maintenance** – J Murphy reported 10 resident calls: lamp post bulbs out, street lights out, gutters and a wet basement with mold. 20 new newspaper shoots were installed. J Murphy painted them. According to J Murphy, they will last the next century.
- **Roof**– R Forest reported the chimney work at 815 will commence at the end of the month. He received 2 quotes; 1 quote from a mason/roofing contractor and the other quote from a general contractor, Joe Esposito. J Murphy was adamant the chimney get fixed as soon as possible. R Forest proposed to spend up to \$10,000 on the chimney repair/replacement at 815 Kimry. It was seconded and the motion was carried with 7 in favor 1 opposed J Murphy.
- **Social** – R Solow reported they did not schedule an end of the summer party because everybody was busy. Instead a Halloween brunch will be held on October 31st from 11 a.m. until 2 p.m. A reminder that the Book Club is the last Tuesday of the month and the current book is posted at the Club House. Exercise class will change from Monday at 2 p.m. to a different day/time because they will no longer be in the pool. R Solow thanked the homeowners that are helping distribute the Board Meeting Minutes monthly instead of having them mailed. It is saving money. To volunteer for the Halloween Brunch, contact Renee Solow!
- **Pool** – R Colton reported the pool is closed. It was inspected by the Health Department and 4 minor problems were found, which were corrected and passed. He thanked Jean Bracken, Joe Murphy, John Belton and Gloria Colton, who put all of the pool furniture away.
- **Bylaws** – H Heim reported on the changing of the bylaws, so they will mesh with what actually happens at Kimry Moor. He will email a copy of all the changes to the entire Board. Review and be prepared to discuss and vote on them at the next Board meeting. A resolution was made to spend up to \$500 for Paul Curtin to review the bylaw changes. All were in favor.

Old Business – Nothing new to report.

New Business – Steffi Bergman of 803 requested the Board investigate the possible purchase of a PA system to use at the meetings and events held at the Club House. She also would like to thank Maksi Masonry for doing a great job on her front stoop!

Meeting adjourned.

Kimry Moor
Board Meeting
October 18, 2010

Present: R Colton, N Moore, R Forest, J Murphy, M Torres, R Solow, S Bergman, J Taylor, A Spector, M Bright and A Fitzgerald of Highlander Associates.

The minutes from the September 20, 2010 meeting were approved as written.

Highlander Report: M Bright reported that the ponds have been lowered down anticipating the fall and winter. The lower pond goose light was under water after one of the heavy rains; it was still functioning under water and is still now. If it goes out please call Highlander; it is under warranty.

801 & 803 garage doors: Unit 803's garage door is bent due to years of normal use. M Bright is waiting for the Board to approve a quote from Wayne Dalton who has installed all of the garage doors at Kimry Moor. J Murphy reported that he made his own resolution proposal for Senke's Garage Door Services to install the garage doors instead. The resolution is to remove and replace the 2 garage doors for \$1,000; the warranty was unknown. M Bright stated that Wayne Dalton's price is \$925 with a 1 year warranty. If the homeowner wanted windows they would pay \$240; both homeowners declined that option. J Murphy stated that Senke's is going to buy the doors from Wayne Dalton and Senke's will match their price. J Murphy stated that after Wayne Dalton installs the garage doors, within 2 years a spring breaks and Senke's has to replace it for \$300 a piece. M Bright stated that Highlander has never gotten one call about this; if the homeowners had called, it would have been under Wayne Dalton's warranty. Especially with their being "2-3 dozen" garage doors having the same issue. M Bright asked that J Murphy supply proof of the 2-3 dozen homes; he agreed to. R Solow stated that she likes Senke'; you can call them day or night and they will come right way. A Spector stated that she would like J Murphy to get the warranty from Senke's before the proposal is voted on. J Murphy stated that Senke's will match Wayne Dalton's warranty and go beyond it to service the homeowners. R Forest asked if the doors would be the exact match to the rest of the community and J Murphy stated that they would. R Colton made a motion to accept the resolution to remove and replace the garage doors at 801 and 803 at a cost not to exceed \$925 with at least a 1 year warranty on parts and labor. All were in favor.

President Report: R Colton reported that at the last meeting H Heim presented the bylaw changes. Also, at the last meeting the Board authorized spending up to \$500 to hire Attorney Paul Curtin, to review some of the bylaw changes. H Heim does not have this report yet, but it is in progress. R Colton stated that he wants everybody to be aware that the Board has not voted on anything yet; nothing has changed. R Forest has questions on the bylaws changes; he will send H Heim an email. A Spector pointed out that all Paul Curtin is hired to do is give his opinion on 3 specific questions the Bylaw Committee submitted; nothing more.

Secretary Report: R Solow reported that A Fitzgerald has delivered copies of the Annual Meeting Minutes. They will be delivered with the October meeting minutes; the Board approved. R Colton stated that when you received the minutes from Highlander, please read and correct them right away, so they can go out timely. R Solow stated that hand delivering the minutes is working very well; you get to find out what's going on in the neighborhood.

Treasurer Report:

- M Torres reported that there are 7 delinquent homeowners who haven't paid their quarterly maintenance fee. Notices have been sent out.
- Under Interest Income this month, there is a figure for \$469.61. Most of this is from a CD that came due on 09/16/10 from Solvay Bank.
- There is a correction from the August Financial spreadsheet. A charge for \$162.51 was associated to Pool Materials and Supplies. There is no actual category for Pool Material and Supplies. This category was combined with Pool Maintenance at the beginning of the year. This correction will be reflected on next months Financial Spreadsheet. Next year M Torres is looking into combining all the subcategories into one category called Pool Maintenance/ Repairs/Supplies and placing it under "Other Expenses" (clubhouse). It will be discussed at the Budget Meeting on November 18, 2010.
- Presently, M Torres has met with or set meetings with all Committee Chairmen to get an estimate for next year budget needs. M Torres needs to know who the chairpeople for the Club House will be next year; if Lee and Betty do not want to do it again. They have done a great job so far and work well with M Torres. Somebody will need to be appointed as soon as possible for next year, if they do not wish to continue.
- One major change for next years budget will be in establishing 2 main categories for General Maintenance. They will be Roofs & Chimneys and General Maintenance, which will include: lights, decks, painting and siding, etc. Each of the categories will have separate budgets.
- The Roof Reserve Fund is now \$192,885.65

R Colton stated that he has received no correspondence from Lee or Betty about resigning; he recommends M Torres works with them for the budget. M Bright stated that for years Highlander was asked to break down how much money was spent on light bulbs, roofs, etc. and now we are going back to big categories. The reason we had the small categories was because homeowners requested to see what money was being spent on. M Torres stated that it will still be broken down under General Maintenance.

Committee Reports:

- **Social:** R Solow reported that the Halloween Brunch is coming up. It is Sunday, October 31, 2010 from 11 a.m. until 2 p.m. She has received checks, slowly, for the party; please think about coming and bringing your kids, grandkids. The Book Club is carrying on very good attendance. November's book is The Center

Of Everything. The Exercise Group is still meeting Mondays at 2 p.m. The Club House carpet was cleaned by Nick Torio for \$250; it looks very good.

- **Grounds:** N Moore made a motion to renew the 4 year Grounds contract from Highlander Associates to begin November 1, 2010 until October 31, 2014. This covers landscape maintenance, snow removal and sidewalk clearing at a total cost of \$60,936.36 + tax for the first year. There will be a 1 ½ percent increase for the 2nd, 3rd and 4th year. There are two changes to the contract: 1.) Homeowners are responsible for watering areas where Highlander repaired plow damage. (Clause removed from contract) 2.) Shoveling will be done at the end of a snow event instead of every 3 inches of new snow. This is because homeowners can always get out of the garage area which is plowed; the front sidewalk doesn't have to be used. The motion was seconded by R Forest and all were in favor. M Bright stated that a snow event is when we are going to receive 3 to 4 inches of snow now and later that night. M Torres stated that it's about \$250 per unit to have a driveway plowed, walkway shoveled and salt put down where needed. It's a great deal! A Spector stated that homeowners cannot be asked to water the plow damage. M Bright agreed to take that line out of the contract.

N Moore stated that the Grounds Committee will be assessing some tree work. It is not finalized. She will discuss further at the next meeting. M Bright stated that he walked the 100 block and ran into homeowners about trees not being removed. R Colton stated that he had a homeowner contact him on the 400 block concerned about the rising water of the brook. They claimed water came into the basement from the brook. R Colton contacted N Moore and M Bright to look into it. M Bright stated that the homeowner has not contacted Highlander since the brook was looked at. A Spector brought up her concern that when significant trees are removed from a homeowner's immediate area, will they be replaced? N Moore stated that 4 trees were put in this year, which was the first time Kimry Moor has done this since N Moore moved in. M Bright stated that it goes tree by tree, case by case. If the homeowner doesn't like the answer the Grounds Committee gives them on replacement, they can go to the Board requesting it be replaced.

- **Maintenance:** J Murphy reported that since the last meeting, he's had 15 resident complaints. They include: sidewalks, lamp posts, wet basements and mailboxes. All were resolved with no expense to the Association. The Club House was power washed and painted; it looks like a million dollars. They also power washed a few units, which were missed last year on the 100 block at no expense.
- **Roof:** R Forest reported that since the last meeting, he's received 7 chimney leak calls. Of those, 2 were already under contract. The remaining 5 Highlander

looked at, repaired and they are all on high priority for next year to be permanently fixed. 401 and 704 are the 2 under contract. 815 is about 99% done; the contractor did something R Forest did not approve of and he is fixing it. M Bright stated that every time he has checked out 815, R Forest is coming off the roof. He is working very close with the contractor. Next year 7 or more chimneys will be done.

Old Business: Nothing new to report.

New Business: Nothing new to report.

Meeting adjourned.

Kimry Moor
Board Meeting
November 22, 2010

Present: R Colton, N Moore, R Forest, J Murphy, M Torres, R Solow, S Bergman, A Spector and A Fitzgerald of Highlander Associates.

Minutes from the October 2010 meeting were approved as written.

Highlander Report: R Colton reported that Senke did not match Wayne Dalton's price for the 2 garage door replacements. Therefore, the 2 garage doors at 801/803 will be replaced by Wayne Dalton for \$925 with a 1 year warranty. A \$50 coupon was presented to Highlander to use with the job.

President Report:

- **Attridge appeal:** R Colton reported that Sally Attridge called Highlander complaining about the sidewalk in front of her unit being uneven, the steps moving/breaking apart and the retaining wall leaning. The call was referred to J Murphy who investigated with H Heim and R Colton. There were issues with the slate needing to be leveled that would be repaired by the Association. The Board members found no problems with the stairs or retaining wall. Sally was informed of this via a letter from R Colton. The homeowner's response was that the steps, walkway and stone retaining wall must be rebuilt and paid for by the Association. It is now up to the Board to make an educated decision. A Spector asked if Highlander or an Independent Contractor had been called to give an opinion on these issues. R Colton stated that Highlander was not asked to look at this issue. A Spector stated that Highlander needs to come in to determine if this work needs to be done. The Board agreed to table the issue until Highlander has an opportunity to check out.
- **Hanlon appeal:** Karen Hanlon submitted an architectural request to build a porch on the side of her unit that faces the pond. Currently, there is a patio there. J Murphy reviewed the request and determined that the distance is too far. The request asks for 15ft. Per the bylaws the Association cannot grant the title to the homeowner. Per H Heim, the Association cannot apply any title to anybody but a government agency or utility company. In the Kimry Moor Declaration Article 3 Section 5A you will find the full explanation.
- **Dumpster:** R Colton reported that J Murphy contacted him regarding the dumpster having construction debris placed in it. R Colton spoke to the homeowner responsible for the construction debris. A homeowner can only put everyday garbage out for garbage day. Highlander can be hired to pick up your trash if you have more than average. R Solow recommended that a notice be sent to all homeowners on dumpster abuse. The Board discussed building a gate around the dumpster or putting signs on it. R Colton is working on a brochure for new homeowners that will explain dumpster use. The Board recommended this brochure go out to all homeowners. N Moore stated that it is \$14.58 per unit per month for Highlander and Waste Management to pick up the garbage which is a steal and should not be taken advantage of.

Secretary Report: R Solow reported that the Holiday Party is Saturday, December 11th from 5p.m. to 7p.m. Jean Bracken will be decorating and it is a catered event. Please send your money in as soon as you can. It is \$16 per homeowner (feel free to bring a friend!). Make your check payable to KMHA. The book club is still meeting, but the exercise group has been put on hold for a bit due to a few hospitalizations.

Treasurer Report:

- M Torres reported that there are 2 homeowners that are delinquent with maintenance fees. **As of January 1, 2011 late fees will no longer be waived.**
- One Transfer fee for \$800 was received from the new homeowner of 906 Kimry, Joan Balfour. This is reflected on the financial spreadsheet under New Homeowners Fees. This home was formerly owned by Frank Booth.
- The October Financials have a charge for \$970, paid to Heritage Painters for painting the Clubhouse. This was placed under Clubhouse Improvements.
- A charge for \$1,000 was paid to ESP Enterprises (Joe Esposito) for the chimney on Marty Levine's roof. This was placed under Capital Improvements/Emergencies.
- The Roof Reserve Fund is now \$201,291.38.

Budget: On November 18, 2010, the Budget Committee, which consists of M Torres, R Colton, N Moor, K Wolff and M Bright met to hammer out the 2011 budget. The discussions were lively and everybody had a lot of input.

The 2010 Budget, along with the proposed 2011 Budget, was distributed so everybody present could compare.

A Spector stated that Legal and Accounting was unchanged at \$450 but \$500 was allowed for bylaw review. R Colton stated that it was for the 2010 budget, not 2011. A copy of the 2011 Budget is enclosed with the minutes. A motion was made to adopt the 2011 budget, it was seconded and all were in favor.

Committee Reports:

Roof/Chimney – R Forest reported that 2 chimneys are being re-flashed right now, 401 & 704. R Forest made an executive decision to go with copper instead of aluminum. It will be an extra \$248 for each chimney and worth it. These will be the last two done for the year due to the weather changing. A contractor has been called for temporary fixes at 202 & 302. It's a contractor we have used before. However, he has not shown up the past few weeks, so Highlander will be doing the temporary caulking. R Forest received 12 calls from Highlander since the last meeting; all were chimney leaks. In the spring, M Bright & R Forest will look at all 84 chimneys to prioritize them. The first chimneys will be 817 & 819; R Forest has 2 quotes coming in on the work. Any roofs that are done, the chimney will have #1 priority. The siding on some of the buildings need serious work; the siding is not attached to the building. This will be covered under the Roofing Project Budget. N Moore asked if 30 years is a common life-span for chimneys or should they not be deteriorating like this. R Forest stated that a chimney will last 50 years if done right.

Maintenance – J Murphy reported that on August 26, 2010, a work order was written by Highlander to fix street light #4 and it is still not done. N Moore stated that Highlander checked the entire foundation inside and out and cannot find where the light source is. J Murphy stated that the Kimry Moor sign does not need to be fixed; it has a crack down it that will be caulked in the spring. J Murphy stated that it was a light maintenance month with 4 lamppost bulbs replaced.

Grounds – Nothing new to report.

Pool – R Colton stated that he asked for a larger pool budget because the plumbing may need to be redone. If by chance it does not, the concrete around the rim will be resurfaced.

Old Business: M Torres asked if Take Flight Goose was all set for next year; N Moore stated that they are and the permits will need to be signed in March 2011.

New Business: A Spector stated that there are coyotes and foxes at Kimry Moor, so do not let your animals outside loose.

Meeting adjourned.

There will be no December 2010 meeting.

The next meeting is schedule for January 31, 2010 at 7:15pm.

**KIMRY MOOR HOA
BUDGET
2011**

HOMEOWNERS FEES	\$	268,800.00
INTEREST	\$	1,500.00
NEW HOMOWNER FEES	\$	2,400.00
OTHER INCOME	\$	500.00
TOTAL INCOME	\$	273,200.00

CONTRACT SERVICES

GROUNDS MAINTENANCE	\$	50,000.00
INSURANCE	\$	20,000.00
MANAGEMENT FEES	\$	10,962.00
SNOW REMOVAL	\$	21,000.00
TRASH COLLECTION	\$	16,000.00
TREE SERVICE	\$	20,000.00
TOTAL CONTRACT SERVICES	\$	137,962.00

CLUBHOUSE/RECREATIONAL EXPENSES

CLUBHOUSE EXPENSES	\$	3,000.00
CLUBHOUSE IMPROVEMENTS	\$	1,000.00
POOL MAINTENANCE/SUPPLIES	\$	10,000.00
UTILITIES	\$	11,000.00
<u>SUB TOTAL (CLUBHOUSE)</u>	\$	25,000.00

OTHER EXPENSES

CAPITAL IMPROVEMENTS/EMERGENCIES	\$	20,088.00
LEGAL/ACCOUNTING	\$	450.00
MAINTENANCE AND REPAIR **	\$	15,000.00
ROOF REPAIR, CHIMNEY REPAIR & FLASHING	\$	30,000.00
MISC. EXPENSES	\$	4,500.00
PLANTING AND FLOWERS	\$	900.00
PONDS AND STREAMS	\$	2,000.00
SOCIAL	\$	700.00
TAXES: PROPERTY, INCOME	\$	3,000.00
ROOF REPLACEMENT RESERVE	\$	33,600.00
<u>SUB TOTAL OTHER EXPENSES</u>	\$	110,238.00

NET INCOME (LOSS) \$0.00