

Minutes of the Board of Directors
Kimry Moor Homeowners Association

2011

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Kimry Moor
Board Meeting
January 31, 2011

Present: R Colton, M Torres, R Forest, R Solow, S Bergman, A Spector, M Bright & A Fitzgerald of Highlander Associates.

Adoption of minutes of last meeting, November 2010: A motion was made to accept the minutes as written, it was seconded and all were in favor.

Highlander Report:

- M Bright reported that it has been relatively quiet. We were on record pace for snow fall but it has slowed down a bit. The biggest problems now are units with substantial ice build up on the roofs. The 6 homes with roof leaks had the ice and snow shoveled off the roofs. This is only done to the 6 units that are leaking.
- R Colton stated that some homeowners do not understand snow removal and ask M Bright to go over the contract. M Bright stated that under normal snow fall conditions, Highlander will plow driveways to allow the homeowners to leave /enter their homes by car. Highlander monitors weather conditions and goes onsite to check conditions (plowable snow of 3") at Kimry Moor. When they receive 3" of new snow by 2:00 a.m., all plowing will be completed by 7:00 a.m. Day time plowing will occur when 3" of new snow has fallen by 1:00 p.m.; all plowing will be completed by 5:00 p.m. If we reach plowable accumulations of snow after our normal start time 2:00 a.m. & 1:00 p.m., your plowing may be later than usual or may be carried over until the next plowing period. Your plow time may be affected by late snowfall, wet heavy snow, deep accumulations of snow, fast accumulating snowfall, slow moving traffic, ice storms, or other unforeseen and/or uncontrollable circumstances. The timing of the Town plow has messed up the driveways; Highlander has no control over when the Town plow arrives. Shoveling of the walkways to the front door and areas in front of garage doors, will be done at the end of the snow event. Normal daytime snowfall of 3" or more will be cleared by 12:00 noon the following day. Highlander has shoveled more this year than required by the contract. R Solow stated that patches of ice have occurred in driveways because the shovel did not reach the driveway causing ice to form. M Bright stated that no calls have been made to Highlander about ice on driveways. Certain units/areas are salted per the contract and if the homeowners are not calling issues into Highlander they will not be addressed. R Forest stated that Highlander does a pretty damn good job with all of the snow we get.
- Dumpster issues: R Colton asked Highlander to acquire 2 quotes from 2 fence companies for a basic fence to be installed at the dumpster. R Colton stated that he is concerned with people that do not belong to Kimry Moor disposing of garbage. M Bright recommended that if any homeowner sees illegal dumping, they should get the license plate number and call the police because a sign is up now. The Board decided to table the fence discussion until spring.

President Report:

- Hanlon's appeal: 407 Kimry, Karen Hanlon proposes to erect a porch on the side of her unit to replace the patio. At the time, the dimensions of the porch were too big (over the 10 foot dimension the homeowner is allowed). Karen Hanlon submitted a revised plan to the architectural committee that has a width of 10 feet and a length of 14 feet. J Murphy and R Colton have approved this revised plan. R Forest stated that the homeowner needs to be aware that any plantings need to have architectural approval and be maintained by the homeowner. A motion was made to accept the new request from Karen Hanlon, it was seconded and all were in favor.
- A discussion came up about keeping a binder of all architectural requests that come in, by unit, so it is easy to access information. A Spector made a motion that Highlander will keep a binder of all requests as long as the Board provides them with the information. It was seconded and all were in favor.
- 906/908: The Board discussed how the homeowner will obtain access to her balcony. The Association may have no power over this matter since it concerns the 10 foot homeowner area. This is something the 2 homeowners need to discuss and clarify.

Secretary/Social Report: R Solow reported that the exercise group is on hiatus for the winter between sickness and the weather. The Book Club is going great; they have new members and encourage all interested homeowners to join. No parties are planned right now.

Treasurer's Report:

1. M Torres stated that since there was no meeting in December, 2 months of financial news will be reported. On the October financials, the total of the Roof Reserve was \$201,291.38, after paying for a new roof for 819 Kimry totaling \$8,925.00. That brings the total reflected on November's spreadsheet of \$192,370.09.
2. On December's financials there is a charge for \$4,585.50 under Maintenance and Repair, \$4,377.34 of it was for 2 chimneys at 401 & 704 Kimry.
3. As of 01/31/11 there are 2 homeowners still delinquent with their last 2 maintenance payments (October and January). M Torres has called and talked to both homeowners and was assured the payment would be forthcoming. 3 late notices have been sent out and last week a notice threatening a lien on their property was sent. If they do not respond to this notice after 2 weeks, Highlander will send them to collection. Each homeowner will be responsible for court fees, delinquent fess, attorney fees and maintenance fees.
4. Looking at the December 2009 financials Kimry Moor was under budget about \$31,672.00. December 2010 financials Kimry Moor is under budget \$35,000. The column to look at is year-to-date "actual" (this is an approximation since not all interest income has been finalized yet, although it is very close).
Last year the Board allowed M Torres to take the surplus and move it from retained earnings into Roof Reserve. M Torres made a motion to move the surplus of 2010 to the Roof Reserve Fund, it was seconded and all were in favor.

Committee Reports:

- Grounds: Nothing new to report.
- Roof/Chimney: R Forest reported that 6 homes have roof leaks due to ice buildup. Be careful knocking down icicles, it can cause more damage than do good!
- Maintenance: R Colton stated that he did not receive a report from J Murphy. Highlander contacted the Board on some lamp post lights that were out and a mailbox that needed to be fixed. R Colton had Highlander fix the lights and he checked the mailbox.
- S Bergman stated that the garage door at 801 had been replaced a couple of weeks ago and 803 (her unit) would be replaced 2/1.

Old Business: A homeowner asked if the mailbox replacement was still in place. R Colton stated that J Murphy was looking into it. M Bright stated that if your garage spring breaks do not contact Senke as J Murphy stated to at a past meeting, you will have to pay for it. If you call Highlander they will contact Wayne Dalton and it will be under warrantee.

New Business: Nothing new to report.

Proposed Meeting dates: February 21st, March 21st, April 25th, May 16th, June 20th, July 18th, August 15th, September 12th, October 17th and November 21st.

Annual Meeting date for all homeowners: September 26th.

Meeting adjourned.

Kimry Moor Board Meeting

February 21, 2011

Present: R Colton, M Torres, S Bergman and A Fitzgerald of Highlander Associates.

As there was no quorum present, then Board could not transact any official business. One change was noted to the minutes of the January 2011 meeting which is as follows. "Presidents Report: 906/908: The Board is going to look into any previous agreements with the units." This will be added after the first sentence. The correct minutes will be brought before the Board at the March meeting.

President Report:

- 906-908: R Colton reported that he is still researching information on these units.

Secretary Report/ Social Committee: Nothing new to report.

Treasurer Report:

- M Torres reported that one homeowner is delinquent with 2 maintenance fees. This account has been sent to a collection attorney who will bring suit for owed money. Last month 2 were reported past due, 1 has paid in full since.
- On the financial spreadsheet, there are some changes worth noting. The Pool subcategories were combined into Pool Materials/Supplies and moved from Contract Services into Other Expenses (Clubhouse). There are now 2 main categories for Maintenance: Roof Repair/Chimney Repair and Maintenance and Repair.
- Under Snow Removal, \$1,026.80 of the \$2,569.72 is a charge for treating the icy cul-de-sacs. The remainder is for snow removal. This included the laying down of de-icer and salt when the weather was treacherous. M Torres stated that Highlander should be commended for their efforts. They keep everything going during trying conditions.
- The total Roof Reserve is now \$202,059.73.

Committee Reports:

- Grounds: Nothing new to report. R Colton stated that Highlander has done a very good job in keeping the driveways and the sidewalks cleared. Karen Hanlon stated that the lower pond seems high and was wondering if Highlander had a way to lower it. She asked if taking out one of the dam pieces would work. This will be discussed further at the next meeting.
- Roof & Chimney: Nothing new to report. R Colton stated that the roof/chimneys will be addressed fully in the Spring.

Old Business: Nothing new to report.

New Business: A homeowner mentioned that the flag is very dingy. R Colton stated that Highlander can take the flag down and put it in the Club House. Joe Murphy will have it disposed of properly.

Meeting adjourned

Kimry Moor
Board Meeting
March 21, 2011

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

Adoption of minutes of the January 2011 meeting were approved as changed. The February 2011 minutes were changed under Grounds: Karen Hanlon stated that the lower pond gets high when Highlander puts the dam in and was wondering if they had a way to lower it. A motion was made to accept the minutes as changed, it was seconded and all were in favor.

Highlander Report – Nothing new to report, the plow damage repair will begin once snow is no longer in the forecast.

President Report – R Colton stated that he researched the records from 1972-1979 in regards to the 906/908 issues. The file had no information on the two units. He contacted N Moore who used to be the President and has been on the Board a long time; she had no recollection of the situation. R Colton will continue researching but advises the two homeowners to come up with an agreement.

Secretary Report – R Solow stated that the Social & Exercise committees are currently on hold. The Book Club still meets the last Tuesday of the month; they discuss the current book then go to lunch. The Social Committee will hold a Welcome Home party in May or June for all of the homeowners that go away for the winter. More information on this will come within the next few months. R Solow requested that if you know of any new homeowners to contact a Board member so the directory can stay up to date. Jean Bracken has volunteered to deliver the minutes to all homeowners beginning this month to save on postage. If anybody would like to join Jean or Renée with delivering the minutes let them know; all are welcome. The Club House has been used on several occasions; Lee Margolin is doing a great job running it herself.

Treasurer Report –

- M Torres reported that on the February 2011 financials under Homeowner's Fee there is a receivable for \$1,600 and under late fees there are 5 late fees totaling \$125. That is a collection from one homeowner that was tardy with maintenance payments. As of today there is still one homeowner late with 2 payments.
- On 2/16/11 a CD came due from Money Federal Credit Union. Kimry Moor made \$1,045.94 in interest. This amount was rolled over into a new CD coming due in 1 year at 1.75%.

- As instructed last month, M Torres took \$35,000 from the year end balance of Retained Earnings and placed it into the Roof Reserve account. This brings the total of the Roof Reserve to \$238,109.46. M Torres did the same last year.

Committee Reports:

- Grounds – Nothing new to report.
- Roofs/chimney – R Forest reported that there are 12 chimneys to be fixed this year; they will be done with copper. He had multiple proposals to be voted on by the Board. They were as follows:
 - 817 Kimry the chimney will be replaced with brick by Property Improvements for \$2,480. This is a smaller chimney that sits on the roof. A motion was made, seconded and all were in favor.
 - 819 Kimry the entire chimney (from the ground up) needs to be replaced. It has fallen away from the home, which is very dangerous. This will be replaced with block for \$9,270 by Property Improvements. A motion was made, seconded and all were in favor.
 - 813 Kimry had their chimney done already; R Forest is not happy with the longevity of the work and would like it re-done for \$840 by Property Improvements. The Board would like him to ask the company that did the actual work to fix it for free or a lower price before this is approved.
 - 605 & 827 Kimry the valleys were profusely leaking on both homes. The roof repair will be done by Custom Quality for \$1,106. A motion was made, seconded and all were in favor.
 - 519/521 Kimry the roof repair will be done by Custom Quality for \$2,387. A motion was made, seconded and all were in favor.
 - 815, 817 & 819 Kimry the 3 roofs will be completely re-roofed by Custom Quality for \$27,296.48. A motion was made, seconded and all were in favor.

R Forest stated that the siding on some of the homes were not done properly; it does not sit against the building. On some of the homes the siding has fallen off. They need to be re-done with flashing and ice & water. R Forest does not have a price yet, but this has to be done when the roof is. If any homeowner would like to see what he is talking about he will gladly show them.

- Pool – R Colton stated that he met with Pool Surgeons about servicing the pool this year instead of Tarson Supply. The price will be the same but he has more trust for Pool Surgeons. They also looked at the piping in the basement to see why it leaks. They will send him a quote to seal the piping and leave the filters which will save money.

Old Business – A Spector asked if H Heim has heard back from the lawyer they sought legal opinion from on changing the bylaws. R Colton answered nothing came back yet.

New Business – A Spector stated that if a Board member knows in advance that they will miss a meeting, it should go out via e-mail with the Agenda.

Meeting adjourned.

Please note next months meeting is Tuesday, April 26, 2011.

Current Information about the association may be found on our website
www.kimrymoor.com

Kimry Moor
Board Meeting
April 26, 2011

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

The March 2011 minutes were approved as written.

Secretary Report: R Solow reported that the Board has sent condolences and a donation to the Vera House for Ann Taylor's passing. R Solow thanked Jean Bracken for making phone calls to Owners reminding them of the Board meeting and Shirley Killian for helping pass out the announcements. R Solow asked that Highlander call her when a mailing comes in. She and volunteers will hand deliver it to all Owners to save on postage.

Treasurer Report: M Torres reported that as of April 26, 2011, there are 2 homeowners delinquent with maintenance fees. The 2 accounts that were sent to the collection Attorney are now paid in full. Under Real Estate/Corporate Taxes, there is a figure of \$1,358.00. \$461.00 was paid to New York State and \$897.00 was paid to the IRS. Under Interest Income there is a figure of \$99.33. About \$91.00 of that figure is from a CD from Solvay Bank. The total in Roof Reserve Fund is now \$238,207.90. If any homeowners are aware of any recent closings at Kimry Moor, please call Highlander and ask for Kathryn. This information is important so that everything is kept up to date.

Committees:

Pool: N Moore reported that the pool contract will be awarded to a new company, Pool Surgeons.

Grounds:

- N Moore reported that the grounds were looking extremely soggy, but cleaned up for spring. Highlander had a crew at Kimry Moor today cleaning up under trees and in planted areas. They cut out a lot of deadwood and trimmed back the area on the left front side of the pool area. Snow plow and tire damage in the driveways have been repaired and will be seeded as soon as the weather permits.
- Michael Grimm has quoted a lot of requested tree work and we are obtaining two more quotes. The bulk of the tree work is along the back sides of the 100, 800 and 900 blocks, where we have roofed one building and are starting another. Over the years the trees and brush have grown too close to the roofs and backs of the buildings. We are asking some homeowners to remove overgrown trees and bushes that are compromising the roofs, by keeping roofs damp and mossy and the siding dirty and mildewy.

- Take Flight Goose Management is under contract and they are very active at this time. They visit Kimry Moor 3 or more times a day, 5-7 days a week for a 3-6 week period in April through June. Then they evaluate the site for summer management.
- N Moore reported that a disease is coming that will affect all Ash Trees. The treatment is injecting a serum into the trunks of the Ash Trees during the month of May. Michael Grimm submitted a proposal to do 10-12 trees for \$2,592. N Moore made a motion to accept this proposal, it was seconded and all were in favor.

Maintenance:

- J Murphy reported that he has a resolution for 825 Kimry; the front stoop and stairs are demolished. \$1,728 bid to remove railings, take out all the brick, steps and reinstall from Maksi. He is also getting a 2nd bid. 108 Kimry has a step that the railing is anchored to which is demolished and needs to be replaced. 502 Kimry has a bottom step that has sunk; they cannot use the front walk. J Murphy will be getting bids all work needed.
- J Murphy reported 6 resident complaints since he returned 5 days ago. All repairs have been handled. There are a number of Highlander issues that he and Mark Bright will have to sit down and discuss. They include the street light that was repaired in August, 2010 and the brand new garage door at 803 Kimry.
- Heritage will be onsite in the next few weeks to look at the decks. 40% of the units have exposed decks, which the HOA is responsible for. J Murphy will be doing an audit to determine which decks need power washing and staining.
- J Murphy met with the Town Planning Commission to find out who is responsible for the stream near the road. It is eroding.
- Once again J Murphy had a meeting with the Manlius Road Superintendent. He was told that due to budget constraints and higher material costs the ring road replacement, which was promised last year, has been postponed. However, necessary repairs will soon be forthcoming.

Roofs: N Moore reported for R Forest. 815, 817, and 819 will be re-roofed this year. There are a lot of angles in this roof especially around 815. Additionally, there is significant siding loose from the house and big beads of tar, which will all need to be addressed at the same time as the roof. The siding will be done by Comfort Windows or Cedar Bay Construction. There is a \$500 difference between the 2 companies. Cedar Bay is willing to work with the roofers, which is essential and worth the additional cost. N Moore made a motion to proceed with Cedar Bay, it was seconded and all were in favor.

Social: R Solow reported that the Book Club meets the last Tuesday of every month. Exercise class will begin Wednesday May 18th at 11am for 1 hour. The water aerobics will start as soon as the pool opens; dates and times will be announced soon.

Old Business: R Solow stated that new homeowners are not receiving the "New Homeowner" packet of information as soon as they move in, resulting in many unneeded problems for them

and Kimry Moor. To remedy this situation, she proposed a committee be formed that responds quickly by watching for moving-in new homeowners and hand delivering the needed packet. Homeowners attending the meeting concurred and a committee was formed. The Welcoming committee will still schedule a visit. A Spector asked if H Heim had heard anything from Paul Curtin yet. The Board will contact H Heim to contact P Curtin.

New Business: The Club House committee is going to purchase more shelving units for the basement.

Meeting adjourned

**Please note next months meeting is Monday May 16, 2011 at 7:15pm.
Current Information about the Association may be found on our website
www.kimrymoor.com**

Kimry Moor
May 16, 2011
Board Meeting

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

The April 26, 2011 minutes were approved as written.

Highlander Report: M Bright reported that it has been a tough spring with the weather. If there is standing water on the lawns, the mowers cannot get onto the grass without ruining the lawn. The lawn chemical treatment is coming up, which is weather permitted. The lower pond has been a question on homeowner's minds; the lower pond has not been taken down yet. This will happen when it is at a normal level again. On Thursday, R Forest and M Bright will be doing roof and chimney inspections on every home.

President Report: Nothing new to report.

Secretary Report: Nothing new to report.

Treasurer Report: M Torres reported that as of today, no homeowners are delinquent with maintenance fees. There were 2 closings in May: 605 and 905. 110 is in the process of closing. M Torres thanked R Solow and J Murphy for calling a couple of closings and change of ownership to his attention. If any homeowner hears of a unit going on the market or changing ownership, don't hesitate to give this information to Highlander or a Board member. Under Pool Materials and Supplies there is a charge for \$279; this is for a pool permit from Onondaga County. Another \$8,400 was paid into the Roof Reserve Fund; the total now is \$246,614.85.

M Torres stated that this is his fourth year on Board, third as treasurer. At the end of this year or 2012, he will be giving up the treasurer position. For the past 6 months he's been asking around to see if anybody is interested. Noone has shown interest yet, but he will train whoever takes the position over. The position is easier than it looks, but does require some training. Good record keeping and knowing certain procedures is basically it. The Roof Reserve is comprised of Van Guard money market funds and 3 CD's all under the name of KMHOA. Only R Colton and M Torres can access these funds. Without someone in place to roll over CD's and write checks from the Van Guard fund, this might become a problem. If nobody is interested in taking over at the end of this year or 2012, then it will fall to Highlander to manage the finances. Highlander serves as "treasurer" for all other condo associations that they manage; Kimry Moor is the only one that has a treasurer. There are 7 months left this year and M Torres can train somebody in 3 months. This is not a health issue, but a personal decision that M Torres and his wife Judi made together.

R Colton stated that you don't have to be a Board member already to do this position. You can become a Board member and be the treasurer. Please consider this and let M Torres or R Colon know.

Committee Reports:

Grounds: N Moore reported that when Highlander mowed last week it looked really good! Highlander requested 3 bids for tree and shrub removal for 2011 from Bartlett Tree, Michael Grimm and O'Connor. The bulk of the work quoted will be along the back lot lines of the 100, 800 and 900 blocks that border Mott Road properties. One building has been re-roofed; another will be done this spring. The goal is to remove dead trees and cut back others to eliminate any problems that could affect the new roofs now and in the future. Also, homeowners will be requested to remove bushes and trees too close to the siding or roofs. All precaution will be taken to protect turf areas and surround wood lines. Good pruning practices will be applied. There are 14 distinct areas in the contract. N Moore moved to award the 2011 tree work contract to Bartlett Tree Experts who bid \$5,565 with a 10% discount for a total of \$5,200. The motion was seconded and accepted.

This is for the new roofs, so they do not get moisture on them and the sun can hit them. A homeowner will be asked permission only if a dead tree needs to be removed. J Murphy stated that all of the plow damage has been repaired, but homeowners are not watering it, so they will not get grass. J Murphy has watered everyday and has new grass.

****Note water the plow damage or your new grass will not grow****

Maintenance:

- J Murphy reported that there have been 2 resident complaints: 1 he has fixed and the other by Highlander.
- J Murphy stated that he conducted a deck walk around at Kimry Moor. 30 of the 84 decks need to be power washed and stained. He is awaiting estimates. 2 units at Kimry Moor have neither a deck nor porch. Last meeting he submitted a bid from Maksi's to demolish the stairs and rebuild the stoop landing at 825 Kimry. He received a quote from Soliman Concrete for \$2,120; Maksi's bid was \$1,728. R Forest stated that the stairs lean toward the house and Maksi's brought to his attention that the inside should be looked at for water damage when the stairs are done. J Murphy stated that Maksi's will do that. A motion was made to accept Maksi's bid for \$1,728, seconded and all were favor. 108 needs one step replaced; the cement disintegrated. It will be \$300 for Maksi's to fix. A motion was made, seconded and all were in favor.

- J Murphy stated that units 805 and 817 have white doors: One is the front door and one is the side door. He would like letters to go out from the Board advising them to replace it or paint it. Doors should be beige or brown. Also, the Board needs to notify the homeowners that replacing the doors should have gone through the Architectural Committee.
- J Murphy stated that unit 407, Karen Hanlon's, the porch looks great, but the walkway and lawn got beat up. When they delivered the stone, it was raining and he spilled stone all over the lawn. Karen will have the lawn fixed and the stone picked up.
- J Murphy reported that the stream that runs parallel to the road does belong to Kimry Moor. The erosion ran into the ponds and made a mess; it really looks terrible. The Town will not deal with this, but Kimry needs to do something soon to reline the stream. R Colton stated that ponds and streams fall under the grounds committee, so this will be passed onto N Moore.
- J Murphy stated that the Club House basement had water almost ankle deep in it. The walls are waterproof, but a sump pump needs to be installed for when the french drains over flow. Nothing of value can be on the basement floor, so J Murphy got shelving for the basement to get all items off the floor. M Bright stated that there are springs and drainage from the school that goes onto Kimry Moor property. R Colton asked if they should get a sump pump; M Bright replied that it certainly should be looked into.
- J Murphy stated that he talked to Soliman Concrete and Maksi's about putting sidewalks in. You have to do 4 or 5 at a time to get a good price and we have 2 that are bad. It is a very expensive process. All sidewalks are different at Kimry Moor. R Forest stated that somebody should look in the bylaws to see what it says the maintenance of the sidewalks is as far as the HOA maintaining them.

Roofs: R Forest stated that the roof project on 813, 817 and 819 will begin early June; the siding company will fix the siding at 813, 815, 817 and 819 at that time. The chimney work will be done with the roof work. Roof repairs at 519, 605 & 827 will start shortly after the 800 roofs. At units 202, 203, 502 & 505 patch & repairs will be done. 906 has a leak and it is difficult to determine where coming from. 306 has a hole under the eave; it is wore out where squirrels have been wondering in and out.

Social: R Solow stated that the Exercise program will continue on Wednesdays at 11 a.m. Book Club is still going; they are reading The Seneca Falls Inheritance, a historical mystery. A group of people walk around to put mailings into mailboxes and it's really fun to walk around and see everybody. If you would like to help them just contact R Solow!

Pool: R Colton stated the pool is opening Memorial Day Weekend. Some repairs will be done to the piping system and filters this will start Wednesday. After that's complete Pool Surgeons will clean and maintain the pool this year instead of Tarson.

Old Business:

- R Colton reported that the 906/908 patio issue has no architectural request; the two homeowners are to discuss and determine a solution themselves.
- R Solow stated that there is no official way to find out who moves in or out of Kimry Moor. M Bright stated that all you have to do is contact Highlander. The Attorney has to get common fee statement from them at the least. It is the Attorney's fault if the home closes without Highlander notification.

Meeting adjourned

The next meeting is scheduled for Monday, June 20, 2011 at 7:15 p.m.

Kimry Moor June Board Meeting

June 20, 2011

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

The minutes from the May 2011 meeting were approved as written.

Highlander Report: M Bright reported that the maintenance work that has been discussed in previous meetings is on target. The bottom pond was filled; the upper pond will be emptied within the next week or so. As wet as the grounds were in the spring, they are now dry.

President Report: Nothing new to report.

Secretary Report: R Colton reported that the Summer Party is one week from tonight at the Club House. He thanked Betty & Judy Granatstein for planning it. S Bergman gave a report regarding the homeowner manual proposal and providing on to every homeowner. The cost would be about \$585 + tax. M Torres stated that it would be allocated as a miscellaneous expense. S Bergman made a motion to accept the proposal with the cost not to exceed \$600 + tax. There was no second. A discussion formed about putting everything on the website instead of spending money on something that very likely will be thrown away when the house is put up for sale. The matter was tabled.

Social: R Solow reported that the exercise group meets at the pool on Wednesdays at 11 a.m. If it is raining the group meets in the Club House. Book Club will meet Tuesday, July 12th at 11 a.m. They are reading The Invisible Bridge by Julie Orringer. All are welcome.

Treasurer Report: M Torres reported that there are no homeowners delinquent with their quarterly maintenance fees. During the month of May, 2 transfer fees were collected from 605 and 905 Kimry. A third transfer fee is in the process of being collected. The additional \$1,600 is reflected on the May spreadsheet under New Homeowner Fees. Reflected under Contract Services is an item for Goose Management for \$1,728 for the month of May. The Roof Reserve Fund is now \$245,712.83.

Committee Reports:

Grounds: N Moore reported that the grounds look fine. The selected trees had the treatments. The ash trees were injected with a systemic insecticide to help control/prevent Emerald Ash Borer. Shannon Judge (Grimm) provided a detailed list of services performed for every treatment. The ponds have been filled after a treatment to keep weed growth minimal. The ducks are happy. Summer tree work is still pending.

Homeowners responsibilities include all plantings inside a 10' perimeter and around their lamppost, even if more than 10' from the foundation. Several homeowners have been advised to

add soil and grade to drain away from the foundation where erosion has occurred. This helps prevent moisture on basement walls. When re-landscaping, attention should be paid to drainage, especially around rain gutter run off pipes.

Take Flight Goose Management has done a great job with goose control. Only one family persisted in hanging around, but since has departed.

Maintenance:

- J Murphy reported that since the May meeting, 14 emails have come through on mailboxes, foundations, wet basements, etc.
- ****Homeowners must call in all maintenance requests to Highlander; Highlander will then contact J Murphy. Please do not call J Murphy with maintenance requests.****
- Upstate Insulated Glass replaced 2 windows in the Club House; they were foggy.
- Heritage Painting is on the premise now to power wash & stain all of the decks. Blocks 1 through 4 are completed. The 5th block is being done this week, weather permitted. Most decks are in poor condition, loaded with green mildew & mold due to a lack of resident maintenance. Clorox & water goes a long way to provide proper care.
- 3 foundations are in bad shape and need to be replaced. It will cost about \$4,000.
- 1 stoop has been replaced and 2 more will be done. It will cost about \$1,780.
- A concrete slab under a garage service door has deteriorated and must be repaired at a cost of \$300.
- J Murphy made a motion to spend \$6,102 for 6 different projects to be done. It was seconded and all were in favor.
- J Murphy stated that the sidewalks need to be done no later than next year.
- A new homeowner asked if the Association can look for grant money; nobody was sure. It will be looked into.

****TRASH UPDATE**** To ensure trash pick up please break down all boxes and place both trash and recyclables at the end of driveways.

Roofs and chimneys:

- R Forest reported that the major roof project at 815, 817 & 819 was completed. There was an additional 159 sheets of plywood added to the roof because of dry rot. 50 baffles were added to the roof which means there was no air circulation, thus causing the dry rot and 13 rebuilt rafters and 1 fascia edge. The total cost over run was \$6,000.
- R Forest reported that the chimneys at 817 & 819 were rebuilt. The mason could only tear down 817 half way so a credit will be given. Some siding was taken off these units, and it was replaced with vinyl. A couple of problems came about on the extended gable, which needs to be corrected.
- Additional projects include the roofs at 519, 605 & 827. The chimneys at 202 and 610 are being completed; it is quite extensive work.
- Work is needed at 203, 302, 502, 505 & 908; R Forest has estimated costs to do this work. The roofs at 608 & 609 have no complaints from the homeowners, but are in bad shape. 521 the roof eve has leaked several times. 303 the valley needs to be replaced, and there is no siding on the side of the unit, which needs to be corrected. R Forest is getting

a quote for the valley at 701 as it has leaked several times; it has rotted wood and is showing mold. 112 has damage to the inside cabinets and a lot of leaks. M Bright stated that there is nobody watching the units in the winter time. If you leave during the winter, you should have somebody come in and periodically check your home. Especially when there is extreme winter weather. Ice dams can build up in the gutters and the ice can then backup into the roof and cause a leak. The homeowner is responsible for notifying Highlander if this is the case. If a complaint was called in, Highlander would shovel snow off roofs as needed, but there were no calls for the homes where nobody was home or checking on. 906 has a water leak on the porch; Highlander has scheduled a water test. R Forest stated that if your roof is done, and there is a skylight the homeowner has to pay for the skylight. So, if you have a skylight leak and can hold off until your roof is replaced you will get a break on the price. R Forest made a proposal to spend up to \$30,000 on fixing 9 chimneys, roofs & siding (112, 203, 302, 303, 502, 505, 521, 701 & 908). This was seconded, and all were in favor. If the work exceeds the \$30,000, it will be brought back to the Board after fixing the issues to the best ability and notifying the homeowners.

- R Forest stated that communication needs to be number one when dealing with a roof/ceiling leak. Several times the chimney and roofs have been patched, then the homeowner fixes their ceiling and it leaks again. The homeowner needs to be told to hold off on fixing the ceiling until the leak is properly fixed. Communication is needed from Highlander, the homeowner and the Board. R Colton stated a sheet could be prepared for homeowners with roof leaks.
- Unit 104 needs to have the roof on top of the deck tore down before the unit is sold. The Board needs to speak with the Estate about doing this work.
- 306 has a hole in it. It is under contract, and they will be here within the week.
- M Bright stated that a lot of these issues are snow & ice related not rain. So do you spend \$5,000 to repair a chimney that leaked because there was 3ft of ice around it? You have to prioritize rain vs. snow & ice. The roofs will be monitored this winter having snow and ice removed around chimneys.

Pool: R Colton reported that the pool is operational; the new company handling the maintenance is doing a great job. The pool is very clean. There was an inspection Thursday and the pool passed with flying colors, unlike years past.

Nomination Committee: R Colton reported that Herb Heim will be the chair of the Nomination Committee, because new Board members will be elected in September at the Annual meeting. Homeowners cannot nominate on the floor; they have to go through the committee. Anyone wishing to nominate a candidate should contact the committee.

Old Business: R Colton reported that last year the Board approved an expenditure of money to hire a lawyer to review certain parts of the bylaws. Herb Heim explained that the lawyer has not answered their questions. Should we find a different lawyer to answer these questions? M Bright

stated that Kim Wolff can call the lawyer, Paul Curtin, to move along the process. He's not responding to Herb Heim. The Board asked if the Attorney General should get the bylaws once they are revised. This will be looked into by Highlander.

Meeting adjourned.

The next meeting will be Monday July 18, 2011 at 7:15 p.m. at the Club House.
The Association website is www.kimrymoor.com

Kimry Moor Board Meeting

July 18, 2011

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

The June 2011 minutes were approved as written.

Highlander Report: M Bright reported that there has been a lot of activity in the last month with roof projects, maintenance work, landscape, etc. Recently, areas were cleared that were eye sores and on going landscape projects are being brought to closure. The upper pond dam is being worked on; the water washes around it under heavy conditions. There is a beaver sighting in the lower pond. They create issues in the drainage swale, so we have to locate the current dam and demolish it. Otherwise, everything is running smoothly. M Bright and R Forest have walked about 2/3's of the roofs. By September, they will have a good inventory of the chimneys. Mowing may be skipped this week due to dry weather.

R Colton stated that Spy Glass is doing something to correct water in their basements and their drainage brook, which could affect what comes down to Kimry. M Bright stated that the drainage swale belongs to the Town of Manlius; it will have to be monitored. R Colton has a call into the Town Planning Office.

President Report: R Colton stated that he received two letters from two homeowners. They bring up a couple of issues that he would like to clarify to everybody without naming names.

1. Water and ice damage: The homeowner complained in September 2010, R Forest & M Bright went to inspect the damage. R Forest stated that there was no water damage and no wet mark; it was stress damage. He asked Highlander to inspect the valley over the house and patch it if necessary. The following winter, they had a leak in the bedroom because ice backed up. This is two separate rooms with two separate problems; the homeowner said it was the same reason. The unit now has a brand new roof on it and no issues. The homeowner would like the Association to pay for the damage done to the inside of the home. M Bright stated that there are a lot of homes that are empty during the winter. You need to be diligent in having somebody watch your home, whether it be Highlander or a family member. 95% of the damage was due to massive snow and ice. All Highlander had to do was remove the snow and ice and the problems went away. M Torres asked if the homeowner had anybody watching their home. The bylaws clearly state, "The Association is only responsible for the maintenance of the roof. Any interior damage, even if a consequential result of a roof leak, shall be the responsibility of the Homeowner." Page 19 section E.
2. Landscaping: the homeowner has a tree in front of the home that needs to be trimmed. N Moore stated that it is a crab apple tree in the front yard. It's on a yearly list with Michael

Grimm and they are sprayed and pruned in September. The homeowner was told this and was not happy with the answer. The homeowner wants the tree pruned as soon as possible. It is routine maintenance and 35 trees get done at once. The Association does not do one tree at a time. It's a contract Kimry Moor has to follow, so the cost is reasonable.

3. R Colton stated that he would like all homeowners to use the Kimry Moor website. S Bergman & R Solow will create a survey for all homeowners to solicit their email address.

4.

Secretary Report: R Solow stated that A Spector sent her a letter asking about the legal inquiry and how many days are needed to notify homeowners about the annual meeting in September. A Spector will resign from the Board in September. R Solow thanked Betty and Judy Granatstein for helping with the Summer Party; they brought all the left over food to the Dorothy Day House. There were several thank you notes from the Dorothy Day House. The pool exercise group still meets on Wednesdays at 11 a.m. The Book Worm book club is also still meeting every month and going to lunch after. Everyone is welcome.

Treasurer Report:

- M Torres reported that currently there are 4 homeowners who are delinquent with their quarterly maintenance payments.
- Kimry Moor received one transfer fee (for \$800) in June for 110 Kimry; the new homeowners are the Meyers'.
- Of note on this month's spreadsheet is \$4,015 spent on the pool. This included money spent on maintenance and repairs.
- There is a figure of \$2,654 under Maintenance/Repair, which included money for masonry work, fixing and creating new steps.
- There is a figure of \$3,974 under Roofs/Chimneys mainly comprised of Roof repairs for units 519, 605 & 827.
- The Summer Party, which was very well attended, actually didn't cost Kimry Moor a penny since they had more funds come in than the party actually cost!
- On 6/14/11, M Torres made a payment of \$33,326 from the VanGuard money market account to Custom Quality Contractors for the 3 roofs that were replaced on the 800 cul-de-sacs. After subtracting that amount from the prior balance and adding some interest, the Roof Reserve Fund is now \$212,391.06.
-

Committee Reports:

Roofs/Chimneys – R Forest stated that the roof project at 813, 817 and 819 has been completed. Unit 704 is an added roof from last month's minutes; there is a hole in the roof. The dry rot has separated and popped up; the estimated cost is \$400. Unit 906 had a water test but it did not leak, Highlander is waiting to do a chimney water test. Unit 202 is being worked on now; the contractor peeled a portion of the roof back and R Forest took the rafter out himself. It was that

rotted. 13 pieces of plywood were replaced on the roof, which is only half of the roof. This is all very extensive work. The roofs are 35 to 40 years old and you don't know how bad the situation is until you take the roof apart.

Next year units 102, 104, 106 & 108 will be done first. Unit 104 is the roof with the porch sitting on 2 x 4s. The deck is enclosed and is not the responsibility of the homeowners association. The Association will not take responsibility for it by re-roofing that section. R Colton will send a letter out to the current homeowners of the Estate.

Grounds:

- N Moore reported that Highlander took care of several area landscape jobs such as weeding and cleaning out under trees last week. Bartlett Tree Services will finish contracted tree work behind the 800 block. They will quote some additional minor tree work to be done this summer or fall.
- N Moore reported that the grass areas are very dry, so Highlander may not mow every week to avoid browning out. The upper pond has been drained, so Highlander can work on the dam. Highlander has also cleared debris and brush at the outlet of the lower pond to prevent clogging of the outlet when there is a storm.
- N Moore stated that new homeowners have asked for clarification of their responsibilities in the landscaped areas around their units. They are very cooperative.
-

Maintenance - J Murphy reported that he has received 6 resident calls since the last meeting. They've all been dealt with. The deck staining job has turned into replacing a lot of rotted wood. The decks are not made out of pressure treated wood. Broken boards will be dealt with as they occur; the expense was minimal at \$200. Heritage is finishing the 500 block and should be finished this week. 1 front stoop needs to be replaced; otherwise all masonry work has been completed. J Murphy is working at the Club House in the garage; the center block is getting water proof treatments. The stream Kimry owns is eroding; rip rock is obviously the answer. It will cost a lot of money.

Pool - R Colton stated that he is very pleased with the new pool company. The pool has a leak and temporarily we are putting water in. The real fix for the leak is to tear up the concrete and expose the drains. The cost needs to be investigated, but any work would not be done until after the pool is closed or before opening next spring.

Nomination – H Heim stated that the committee is still trying to figure out who wants to serve another term and who wants to join the Board. Contact H Heim or a Board member if you would like to nominate a homeowner or be nominated.

Old Business: J. Murphy asked about the status of light #4 that still does not work. Highlander did a lot of work on this light but could not solve the problem. Last time he spoke with M Bright

he raised the possibility of rewiring the two lampposts into the Club House, so the homeowners wouldn't pay the electric. J Murphy stated that he is obtaining the names of a few companies that specialize in this work. Both options will not be cheap. Joe will look into obtaining an estimate from one of the companies. R Forest stated that Solar should be contacted also. He knows an employee that did a lot of rewiring at the mall.

H Heim reported on the letter from the Attorney concerning some issues in the ByLaws. One of the issues had to do with prohibiting the leasing of units. It is the Attorney's opinion that the ByLaws cannot prohibit leasing without unanimous consent of all homeowners and all mortgage holders. To have the bylaw changes be at 100% unanimity is probably not obtainable. It does not appear that prohibiting leasing is possible. Another issue was the prohibition of truck parking in driveways. The Attorney thinks that we can insist that only passenger vehicles be parked in a driveway. This will be discussed further by the ByLaws committee.

Meeting adjourned.

The next meeting is Monday August 15, 2011 at 7:15 p.m. at the Club House.

Reminder

No glass containers are allowed in the pool area. People walk barefoot in this area and any broken glass could cause injury.

Members or guests who use the pool are expected to close all umbrellas and lock the pool gate when they leave. We have found the pool gate open several times within the last month.

KIMRY MOOR Homeowners' Association Annual Meeting

Monday, September 26, 2007

7:30 PM

At the Clubhouse

Kimry Moor
Board Meeting
August 15, 2011

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

The minutes from the July 2011 meeting were approved as written.

Presidents Report: R Colton reported that in June and July the porch at 104 was discussed. R Colton agreed to write a letter to the homeowners of 104 stating that the Board is concerned about the porch and the roof will not be replaced by the HOA. R Forest stated that the roof of the porch was improperly tied into the main roof. It is close to its life expectancy of 25 years. That section will have all 4 roofs replaced next year; if this roof is not taken care of the Board will not re-roof that section in fear of it collapsing and taking down the main roof. The letter is for the buyers (the unit is for sale) to understand that the HOA is not responsible for the roof. It needs to be removed or re-done. The homeowner was notified before he passed away and two family members were spoken to about this by R Forest. R Colton stated that the lawyer of the daughter sent a letter back to the Board, stating their concerns and requesting information about how to proceed. R Colton sent another letter out to the lawyer stating that the Board will help them with rules and regulations and solving this matter.

M Torres stated that there are some pool issues that are disturbing many of the homeowners.

Rules of the pool

- No glass containers are to be brought to the pool.
- Everyone must shower prior to entering the pool.
- Children/teenagers must have adult supervision.
- No hard objects are allowed at the pool.
- If a guest is the last one out of the pool, it is the homeowners' responsibility to lock the pool.
- Most important it is the homeowners' responsibility that their guests understand all of these rules.

If you are at the pool and see something going on that shouldn't be, you don't need a Board member to speak up. You are a homeowner. You have the right to correct these issues in a timely and courteous manner.

Secretary report: R Solow stated that the exercise group meets Wednesday in the pool at 11 a.m. Rainy day meetings are in the Clubhouse. Anyone interested in joining on another day and time, please call Renee Solow, 637-3600 or leave a note at 108 mailbox. The Book Worm Club is on hiatus until Tuesday, Sept. 27. We'll begin our 4th year by sharing our summer reading and by suggesting titles for our next year. Lunch will follow. All are welcome.

Treasurer Report: M Torres reported that there is 1 homeowner currently delinquent with the July maintenance fee. Under New Homeowner Fee there is an \$800 transfer fee for 102 Kimry (the Greene's). Of note is \$5,270.53 charge under Maintenance/Repair; this included a \$3,078 charge paid to Maksi for masonry work and \$1,728 to Heritage for work on the decks. There was also a charge for \$2,451 under Pool Materials/Supplies; this was for significant maintenance. Under Roof Repair/Chimney Repair included in the \$4,896.60 charge is \$2,645 for Custom Quality Contractors for work at 202 Kimry. This month's spread sheet reflects the \$8,400 quarterly deposit into our Roof Reserve Fund. A check was written from the Roof Reserve Fund for \$5,450 for work done by Cedar Bay Contractors for siding done on one of the roofs, which was replaced in the 800 block. If you take \$8,400 subtract \$5,450 and add it to last months total in the Vanguard Fund, it totals \$96,923.67.

Gas surcharge from Highlander: the contract is based on gas being \$3.50 per gallon. The Association will get billed \$75 each month that there is a .50 cent rise. The average price of gas is taken from a website given by Highlander. This is all in the Highlander contract and M Torres agrees with it.

Committee Reports:

Roofs/chimneys: R Forest reported that 202 is getting finished up; the contractor who was doing the chimney got very sick. To finish up the flashing is difficult for him, so a new company will be coming in to finish it. 906 the flat roof over the porch was seen leaking; it's not the chimney. The tentative quote for the chimney was about \$3,500 and now doesn't need to be done. It will be done for \$1,600 instead. This money was already approved. A motion was made to spend \$1,600 to fix the flat roof on 906; it was seconded and all were in favor. 112 has a problem in the horizontal valleys and the ceiling actually caved in onto his living room floor. A motion was made to spend \$1,075 to repair the roof at 112, it was seconded and all were in favor. The roofs that were in last month's minutes are being worked on.

Maintenance: J Murphy reported that he has had 7 resident complaints since the July meeting. Most complaints were regarding lamp posts, garage doors, light bulbs and wet basements. Street lights #3 and #4 have been worked on the past week. The problems were found; incorrect wiring was one of them. They cannot price out a job like this so the price is unknown at this time. The deck work is still in progress; J Murphy had to fire the painter because he was acting wildly. The 700, 800 and 900 blocks are left to do. J Murphy found a company that repairs the vinyl straps on pool furniture. A proposal was mailed with a 10% discount to do it in the off season. The company will do all 12 chairs for \$1,500 with 10% off. R Colton stated that there are other pool concerns that need to be taken care of first. The drains and supply lines need to be dug out; a lot of water is lost and we are having a hard time with the pump. Highlander will take up the

concrete and excavate the pipes; the Board didn't get a final price yet but the priority is to fix the drains first.

Grounds: N Moore reported that the grounds continue to look good in spite of the drought/heavy rains scenario. Michael Grimm pruned the entry way trees this morning and all the crabapples and hawthorns on our yearly list. They removed suckers and used good pruning practices. Work is ongoing on the upper pond/dam; thus the pond is still drained to enable this work. The lower pond looks fine and is home to many ducks. Take Flight Goose Management stops by 2 to 3 times a week and forces the geese to get airborne this time of year. These are not geese looking for a permanent home this time of year. Overall, they have alleviated our geese problem and I am very pleased with their cooperation.

Please remember to check with someone on grounds if you have questions about your space vs. Kimry Moor space. Also, check if you are thinking of planting an ornamental tree.

Nominations: The nominating committee composed of B Granatstein, S Lawler, R Colton and H Heim nominated: R Solow & M Torres for an additional term of 3 years. They also nominated B Sweeny to fill the vacancy left when A Spector did not wish to be re-nominated. E Haynor is working very closely with M Torres on the Treasurers job. R Colton would like the Board to appoint E Haynor immediately to fill J Taylor's term. A motion was made to have E Haynor fulfill the rest of J Taylor's term this year and 2012, it was seconded and all were in favor.

Old Business: Nothing new.

New Business: Nothing new.

Meeting adjourned.

The next Board meeting is September 12th at 7:15 p.m. at the Club House.

The General Membership Meeting is September 26th at 7:30 p.m.

Kimry Moor
Board Meeting
September 12, 2011

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

Minutes from the August 2011 meeting will be corrected and reissued on the Kimry Moor website due to late corrections given to Highlander. They were approved as corrected and all were in favor.

Highlander Report: M Bright reported that the wet areas behind the 100 and 800 block will not be mowed. The rain has impacted pond #1; it dried out in the spring and the water on the back side of the dam disappeared. Everything else is status quo. We have not gotten a lot of maintenance calls; most were electrical issues. Kimry Moor survived the massive rain; the roofs did not leak. M Bright stated that Highlander is working with Waste Management to stop destroying the corner of the island leading into the Club House. We are going to eliminate recyclable totes and use recyclable dumpsters; all recyclables will go into one unit. Homeowners will see no change in service and it will not impact Kimry Moor. It will eliminate Waste Management from bringing in an extra truck, which is the truck that seems to have the corner issue. There will be 3 medium size totes in the garage, so Highlander can collect all homeowner's recyclables. This will begin in the fall and is the same cost.

President Report: Homeowner R Greene sent the Board an email on the streams and ponds. M Bright gave a brief history on the streams and ponds and the Town of Manlius. He stated that in the late 90's, the Town of Manlius graded all the way down the stream bed; it was completely clogged. They reconfigured the stream bed, went to the upper pond (pretty far down), tore the electrical line out and then stopped. The DEC considers the pond a stream that cannot be disturbed as it is a natural stream bed. They were part of the Town of Manlius drainage system; there are tax dollars that have been paid for this. M Bright read R Greene's email and the Town of Manlius stated that they will not come back onto this property to do anything, which is confusing because they have already taken care of this in the past and are now refusing. R Greene stated that he was curious about the ponds height and sediment, because eventually it would have to be cleaned. Doug Fisher with Soil & Water came to look at it. M Bright stated that it has not collected a lot of sediment since the Town cleaned it. R Greene stated that there is erosion, which needs to be corrected. To put a pipe in it, as stated in the last meetings minutes, would be very expensive and would not do anything. M Bright stated that the upper stream would almost go onto the driveway, but since the Town came and cleaned, it is a very rare occurrence. What they did worked. R Greene will mention to Doug Fisher that it was cleaned by

the Town in the 90's. J Murphy stated that it's getting worse with every rain; the Town engineer looked at a map and it is Kimry Moor property. Legally it has to be clear at all times. R Greene stated that Doug Fisher offered to clean the front end where the outfall is to his property. The decorative pond needs to be addressed, it will get mosquitoes worse and worse in it; the water needs to flow more. M Bright stated that you can empty the ponds, let them dry and excavate them out, but the mud will get tracked all over Kimry Moor and make it a mess. The ponds are functioning; when they run at full capacity it is correct. The upper pond is high, but that is being corrected now. Highlander has to clean the grates out 3 or 4 times a week, when there is heavy rain.

Secretary Report: R Solow stated that if anybody has news that somebody has passed or is sick, please inform a Board member, so social action can be taken. The pool exercise class has moved indoors! The new time will be Mondays at 11 a.m. in the Club House. All are welcome; call Renee for more details. The Book Club will reconvene Tuesday, September 27th at 11 a.m. Members will comment on their summer reads. The new selection for September is Year of Wonder by Geraldine Brooks. The group will go to lunch after; all are welcome. Call Renee for more information 637-3600. R Solow stated that we get the books for you, deliver them and bring them back, all you do it read!

**** Anybody who is interested in being a part of the Holiday Party let Renee know. ****

Treasurer Report: M Torres reported that currently there are no homeowners delinquent with maintenance fees. 501 Kimry should be closing this week or next. On this month's financials under Utilities is a total of \$1,655, which is a charge for OCWA. This is for water use for 3 months totaling \$962. Under Maintenance/Repair, included in the total of \$3,436 is a charge of \$3,042 paid to Maksi's Masonry. Finally, under Roof Repair/Chimney Repair included in the total of \$16,139 is a charge paid to VIAU Construction for \$15,900 for chimney work on 813, 817, 819 & 610 Kimry. The Roof Reserve Fund is now \$215,345.38. After the annual meeting on September 26th M Torres will be setting up a date for the middle of November with Highlander and the Budget Committee to do the 2012 Budget.

Committee Reports:

Grounds:

N Moore reported that some additional tree work is needed this fall to insure that roofs are clear of all branches, brush & vines before winter. These 6 items have been identified since we made up the list of tree work last fall, which was completed this summer.

- Bartlett is the logical choice for this work, as they are equipped to handle the area in back of 503-505, which is inaccessible to most equipment. This area is over half of the dollar amount of their proposal. They will already have their equipment here, which is a consideration.

- There are 4 items which involve improving roof clearance to better allow roofs to dry.
- 2 items are to preserve and protect 2 very large and prominent trees in the common areas, which were to have potential problems identified by Bartlett when they were working here this summer.
- This work is well within our tree budget of \$20,000.
- Our basic contract with Grimm is a little over \$8,000. The tree work done this summer was a little over \$5,000.

N Moore made a motion to accept Bartlett Tree's proposal for \$3,142.80. The motion was seconded and all were in favor.

Roofs/chimneys: R Forest reported that the contractors are finishing up all of the projects. Hopefully all of them will be completed.

Maintenance: J Murphy reported that since the last meeting only 2 resident complaint calls have come in. All of the exterior stairs and decks have been power washed and stained. Hopefully the residents will maintain them.

Pool: R Colton stated that he and M Bright are coming up with a plan in attempt to repair the pool drains. A \$900 water bill to replace the pool water that is lost is too much. The pool has to be at a certain level for the pump to work so water is constantly being added. Highlander will dig up the drains/supply pipes (there are 2 major ones). M Bright stated that all of the drain pipes are right around the exterior of the pool: cut back 2 or 3 feet around, find the pipes, fix them, cover that back up and surround the pool with brick pavers or some filler that is not concrete incase this happens again. This will be done in the fall time. Anybody can do the demolition; it doesn't have to be Highlander. Nobody knows what is buried under there; the excavation to expose the pipes could be interesting. It's a wild card with the price; you need somebody to work on a budget: saw cut not to exceed this amount, demolition not to exceed this amount. To remove concrete and get down to the pipes will run about \$1,000. R Colton stated that Pool Surgeons can fix the pipes, but no price can be given without seeing what's going on. The pool will be closed the week of September 16th. R Colton thanked J Granatstein who helped tremendously with taking the water readings in the pool 3 times a day, J Bracken & B Granatstein who have helped clean, remove trash and move furniture.

Old Business: Nothing new.

New Business: Nothing new.

Meeting adjourned.

The next meeting will be Monday October 17, 2011 at 7:15 p.m. at the Club House.

Kimry Moor
Board Meeting
October 17, 2011

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

The minutes from the September 2011 meeting were approved as written.

Highlander Report: M Bright reported that Highlander is in the process of cleaning up the yards and common areas; getting ready to go into the winter. It has been very wet. The mowing schedule and the clean up will be weather dependent. We ask that everybody please be patient. A homeowner asked about the ponds. M Bright stated that the pond was sprayed to knock down vegetation; N Moore has a report on the ponds.

President Report: R Colton reported that several homeowners have asked about the Homeowners Association power washing the units. The Association is responsible per the bylaws.

Page 18 under Article 16:

“Exterior painting and/or power-washing units will be performed by the Association under the following conditions:

- i. When requested by the Member and approved by the Board of Directors following inspection and recommendation of the Maintenance Committee.
- ii. When requested by the Maintenance Committee following an inspection of the units subject to approval by the Board.”

R Colton stated that this is the policy which will be followed. It will not be a per time basis. The Board/Maintenance Committee will set up a date and time to have all units that have requested their unit be done and approved. The budget for this year is exhausted.

Second, the ponds were discussed last meeting. R Colton met with R Greene who is interested in helping out with this. With his interest and contacts with the Town, we can really improve our chances at getting something done. This will not be a quick fix. R Greene, N Moore and M Bright should get together and discuss a plan to begin with this for next year.

Third, an official resignation was received from A Spector. In her place we have B Sweeney, effective immediately. R Colton made an official resolution to appoint B Sweeney to fill A Spector’s remaining 2011 term. All were in favor.

Secretary Report: R Solow thanked M Morchower and J Murphy for delivering/walking the minutes this month. She thanked J Bracken for making the meeting reminder calls, as she does before every meeting. The exercise group meets every Monday at 1 p.m at the Club House. All are welcome; the exercises are low impact and focus on stretching and balance. The Book Worms Book Club meets the last Tuesday of every month at 11 a.m. Year of Wonders by

Geraldine Brooks is the current reading selection. There have been some concerns about the speed homeowners, contractors & guests are driving in Kimry Moor. There are several homeowners who walk and bike around Kimry Moor, so please drive carefully into Kimry Moor. There are kids at Kimry Moor now and everybody needs to be very careful. The speed limit is 30 mph, which is too fast in some areas. Everyone would be comfortable if the speed driven was 15-20 mph. Please remind your guests and contractors to drive carefully. Temporary speed bumps can be put in or everybody can drive safely for the short period of time weather is nice.

Treasurers Report: M Torres reported that currently there are 7 homeowners delinquent with their maintenance payments. Of note on this month's spreadsheet is a charge for \$500 paid to Shulmann, Curtin, Grunder PC for legal work. This item is under legal/accounting. Under Tree Service \$5,184 of the \$5,861 was paid to Bartlett Tree Service for contract work. On 9/20/11 E Haynor & M Torres rolled over a CD with Solvay Bank. The Roof Reserve Fund is now at \$215,426.97.

Committee Report:

- **Maintenance:** J Murphy reported he has only had 3 maintenance calls since the last meeting. 2 of which he sent on to Senke's to take care of. The other he moved onto next year.
- **Grounds:** N Moore reported that the grounds are wet! The fall clean up is ongoing and the changing colors are beautiful. The tree work has been completed for this year. Several recent requests will be taken care of next year. Of note, a big clean up was done by Bartlett Tree Service in back of the 503-505 homes to improve roof clearance. This was done with limited space and much poison ivy. We are trying to include preventive pruning where necessary. Highlander and Kimry Moor will be going out for a quote on next year's contract work as well as new tree work. Michael Grimm's 2 year contract is up. Both Grimm & Bartlett Tree have done excellent work here this year.
- **Ponds:** N Moore stated that we've been talking a lot about the upper pond and the water overflowing into the creeks. N Moore met with Bryan O'Connor of Highlander. Running water from the school has been a constant problem. The recent construction made it worse; so every time it rains it gets worse. It used to only be a problem after torrential rain; now it's all rain. The stream as you come in is eroded after the town filled in the pond at the white house across from Kimry Moor. The sediment in water coming from the Woodchuck Waterford woods has literally filled in the pond; you can walk on it. The plan here is to keep the running stream towards the bank in its channel. Fill the front with rock and topsoil from the back to the grass line. More rock placed along the stream where it comes out of cross over culvert to keep stream on course. Unknown underground

sinking ground by the boulder and bench near upper pond sink holes. There is a spring at the outlet by the old dam. Bryan O'Connor began clearing the stream bed today trying to make a channel. There's a stream in back up in the woods that has no problem since Highlander cleaned it out. If we fill in the upper pond we won't need expensive dredging. N Moore has asked R Greene to set up a meeting with Doug Fischer with the DEC & the Town of Manlius, who should all help with these issues.

- **Roofs & Chimneys:** R Forest reported that \$60,000 was approved this year for roofs and chimneys, \$37,400 was used leaving about \$15,000. This does not include snow and ice removal this winter for roof leaks. M Bright stated that anybody who has gutters should have them cleaned! Ice dams are caused by clogged gutters and do it as late as possible in the season. R Forest stated that 6 chimneys and 11 roofs were done this year. 2 have been repaired as far as the concrete cap; no charge to Kimry per Maxi. Very nice of him. A few have been pushed into next year and will be at the top of the list.
- **Pools:** R Colton reported on the drains in the pool: they have started on this by digging up a part of the concrete just as the drains exit the building. Need to get access to the pipe so Pool Surgeons can do an inspection of these pipes.

Old Business: Nothing new to report.

New Business: Nothing new to report.

Meeting adjourned.

Kimry Moor
Board Meeting
November 21, 2011

Present: R Colton, N Moore, J Murphy, R Forest, M Torres, R Solow, S Bergman, E Haynor, B Sweeny, M Bright and A Fitzgerald of Highlander Associates.

The minutes from the October 2011 meeting were approved after one correction. E Haynor needs to be added to the minutes as a Board member in attendance.

Highlander Report: M Bright reported that Highlander will be back next week to do more leaf clean up. It's still a little wet, which slows us down. The plow stakes are up. Remember to get your gutters cleaned; ice will develop if there is a clogged gutter.

President report: Nothing new to report.

Secretary Report:

- R Solow reported that Helen Kearns of 711 Kimry passed away.
- Gretchen Ralph of 303 Kimry wrote a letter advising the Board of a fall she had. She would like Cliff of Highlander to be recognized for her rescue and for the great job he does with the trash pick up. J Murphy stated that Cliff is a miracle man; people moving in and out can wreak havoc on our dumpster. He does a great job and is a real asset to Kimry Moor.
- A question about securing the dumpster area was brought up. M Bright stated that when you lock off a dumpster, people will throw garbage onto the ground next to it or at the gate next to it. J Murphy would like Highlander to obtain a price on a larger dumpster. A homeowner stated that you can bring all of your trash and recyclables to Rock Cut Road in Dewitt.
- R Solow reported that the Holiday Party is Thursday December 8, 2011 from 5 p.m. – 7 p.m. at the Club House. The deadline for sign up has passed. Call Joan Murphy at 637-8246 or Renée Solow at 637-3600 for a reservation. Our jolly cocktail party is a great way to launch the holiday season. \$16 per person, send your check to the Murphy's at 601 or R Solow at 108. Rides are graciously provided by Morris Torres. Your friends and relatives are welcome!
- The Book Worms Book Club selection is a suspense thriller by Harlan Coben Caught. This was discussed the last Tuesday of November at 11 a.m. in the Club House. All are welcomed to join the discussion and the lunch out that follows.
- Homeowners whose homes are for sale need to place the for sale sign in a window; not on the lawn or steps. Units 104 & 704 are not in compliance.
- Updated homeowner address and phone lists will be distributed just in time for your Chanukah & Christmas mailings.
- Dog owners and dog walkers are reminded to pick up pooch poop in plastic to keep our grounds pristine for our walkers!

Treasurer Report: M Torres reported that there are no homeowners delinquent with quarterly maintenance fees. Under New Homeowner Fees there is an \$800 transfer fee for 501 Kimry, Judge Frank Joseph. He just moved in. On this month's spread sheet under Pool Materials/Supplies the \$1,745 includes a double payment to Pool Surgeons. Under Roof Repair/Chimney Repair the \$13,002 figure includes a payment to Maksi Masonry for \$3,888 and 2 payments to Custom Quality totaling \$8,900. The Roof Reserve Fund now totals \$222,829.36.

Budget: M Torres reported that on 11/15/11 the Annual Budget Meeting occurred. R Colton, M Torres, N Moore, E Haynor, M Bright & K Wolff of Highlander were present. The budget was passed out to everybody at tonight's meeting. M Torres went through this item by item for all that were present.

M Torres reported that M Bright and K Wolff of Highlander asked if Kimry Moor wanted to renew their 4 year management contract early, which ends in 2012. The 2012 cost is set due to the current contract and no increase will occur in 2013 for renewing early, a total savings of \$600. M Torres stated that this is a bargain, but it needs to be discussed and voted on. After discussion M Torres made a motion to renew the management contract one year early with Highlander Associates. R Colton seconded and all were in favor.

Committee Reports:

Grounds: N Moore reported that the leaves will be cleaned up once they all fall off the trees, so don't get worried, it will get taken care of! The property is being surveyed for tree work tomorrow for next year.

- N Moore stated that the big issue is the ponds and streams. R Greene and M Bright have done a lot of work on this project; \$10,000 was budgeted to get started on it. We need to come up with a plan and concur as a Board.
- Richard Greene stated that he would like M Bright to explain the history of the ponds. M Bright reported that the ponds are a part of the Town of Manlius drainage system. They are decorative ponds, not retaining ponds. The Upper pond, which needs the most time and effort, through all of the years has silted in. The pond is filled up with debris that needs to be removed. The drainage trench was cleaned up by the Town of Manlius, but they suddenly stopped. There is a stream that runs through it. The DEC mandates that you cannot touch the bed and destroy that stream.
- M Bright proposed what to do with that pond: take the slope and distinct drop off, eliminate the drop off and make a nice gentle slope where the stream would run. Work in the front of the pond to direct the stream bed with larger stones. Plant and grass that area over. The paperwork and all of the permits we need to do this is the hard part of the process; R Greene is taking care of it. The contractor believes we will not need to bring any material in we can just use what's there to fill it. The upper pond will no longer be a pond; it will be a grass bed with a stream in it. This is NOT the final plan. An architect should be brought in to give a loose description on what the Board would like done. This is why the pond project was upped in the budget. The project will be quick but the permits that are needed will be the long part. The obstacle is the vision of what the finished project will look like. It will be easy to maintain and mow. Kimry Moor does not need to spend a ton of money; just solve the visual problem.

- R Greene wants everybody to be in agreement with what will be done. He does not want to go to the DEC with more than one proposal. So what will be the first step; empty it out or grass it over. R Colton stated that we want to revert back to a stream. Therefore, it will be grassed in; N Moore, R Colton and M Bright all agree.
- N Moore stated that it will be very natural looking. J Murphy stated that we should survey all of the residents of Kimry to see what they want done. Every Board member disagreed with that statement. R Colton stated that the Board has the authority to make this decision. We will explain what will be done but will not ask for resident opinions. N Moore stated that the object is to make the pond look natural and right now it looks like a horrible mess. We are doing this with a minimum budget; you have to have an engineer if you go to the DEC with a proposal. That will cost money.
- A motion was made to return the upper pond to its original natural state. We will eliminate the pond and make it the natural stream it should be. This was seconded and all were in favor.

Maintenance: J Murphy reported that there have been 4 maintenance calls since the October meeting. There were 78 calls in the last 12 months. He ran about \$1,600 over budget. Next year's major project is doing the sidewalks. Also, he recommended painting the parking lot lines at the Club House. All mailboxes are in a state of deterioration. Since it is the homeowner's expense to replace these mailboxes uniformly further discussion will occur in the spring.

Roofs/Chimneys: R Forest reported that one chimney has not been fixed properly, 202 Kimry. Highlander is going to wrap and seal it for the winter and will commence next spring.

Pool: R Colton reported that he would like to repair the water lines to and from the pool as necessary. Pool Surgeons will supply a proposal on how they will fix the 2 lines. They will have to dig up the area around the pool; Highlander will help with this. M Bright stated that they will cut around the pool 3 feet and take out all of the concrete to expose the pipes. A material will be picked out to address the 3 foot gap. M Bright would like to use bricks or pavers, so if there's another problem you get the pavers out and repair the pipes; not have to tear up concrete. This is a good opportunity to make changes to the surround of the pool.

Old Business:

- R Colton stated that the Chairs of the Club House, Lee Margolin and Betty Granatstein have resigned their positions. Lynn Greene and Paula Haynor would like to be the new Chairs of the Club House for next year. All were in favor.
- J Murphy asked if for the upcoming holidays the sign out front will be decorated. It's a lot of work and muscle and J Murphy will no longer be able to do it. All agreed that the sign will no longer be decorated.

New Business: Nothing new to report.

Meeting adjourned.

The next meeting will be Monday January 30, 2012 at 7:15 p.m. at the Club House.

**Current Information about the Association may be found on our website
www.kimrymoor.com**

**KIMRY MOOR HOA
BUDGET
2012**

HOMEOWNERS FEES	\$	268,800.00	\$	800.00
INTEREST	\$	500.00	\$	1.49
NEW HOMOWNER FEES	\$	2,400.00	\$	7.14
OTHER INCOME	\$	500.00	\$	1.49
TOTAL INCOME	\$	272,200.00	\$	810.12
 <u>CONTRACT SERVICES</u>				
GROUNDS MAINTENANCE	\$	50,000.00	\$	148.81
INSURANCE	\$	18,000.00	\$	53.57
MANAGEMENT FEES	\$	11,400.00	\$	33.93
SNOW REMOVAL	\$	22,000.00	\$	65.48
TRASH COLLECTION	\$	16,000.00	\$	47.62
TREE SERVICE	\$	20,000.00	\$	59.52
GOOSE MANAGEMENT	\$	4,000.00	\$	11.90
TOTAL CONTRACT SERVICES	\$	141,400.00	\$	420.83
 <u>CLUBHOUSE/RECREATIONAL EXPENSES</u>				
CLUBHOUSE EXPENSES	\$	3,000.00	\$	8.93
CLUBHOUSE IMPROVEMENTS	\$	1,000.00	\$	2.98
POOL MAINTENANCE/SUPPLIES	\$	11,000.00	\$	32.74
UTILITIES	\$	10,000.00	\$	29.76
<u>SUB TOTAL (CLUBHOUSE)</u>	\$	25,000.00	\$	74.40
 <u>OTHER EXPENSES</u>				
CAPITAL IMPROVEMENTS/EMERGENCIES	\$	6,150.00	\$	18.30
LEGAL/ACCOUNTING	\$	450.00	\$	1.34
MAINTENANCE AND REPAIR **	\$	16,000.00	\$	47.62
ROOF REPAIR, CHIMNEY REPAIR & FLASHING	\$	33,000.00	\$	98.21
MISC. EXPENSES	\$	3,000.00	\$	8.93
PLANTING AND FLOWERS	\$	900.00	\$	2.68
PONDS AND STREAMS	\$	10,000.00	\$	29.76
SOCIAL	\$	700.00	\$	2.08
TAXES: PROPERTY, INCOME	\$	2,000.00	\$	5.95
ROOF REPLACEMENT RESERVE	\$	33,600.00	\$	100.00
<u>SUB TOTAL OTHER EXPENSES</u>	\$	105,800.00	\$	314.88
 NET INCOME (LOSS)		 <u>\$0.00</u>		 <u>\$0.00</u>