

**Minutes of the Board of Directors
Kimry Moor Homeowners Association**

2012

January

February

March

April

May

June

July

August

September

October

November

No meeting in December

Kimry Moor
Board Meeting
January 30, 2012

Present: R Forest, N Moore, R Colton, M Torres, R Solow, S Bergman, E Haynor, B Sweeney, M Bright & A Fitzgerald of Highlander Associates.

The minutes from November 2011 were approved as written.

Highlander Report:

- M Bright reported that not a lot is going on. Obviously the winter or lack there of is interesting. It's given Highlander extra time to do tree work.
- Highlander has attacked the swimming pool concrete. It's good to report that we've started but bad news. The concrete around the pool is the only structure at Kimry Moor that's built as it should be. It has proven to be difficult; there were 8 inch thick areas. We began the project with a saw to cut the outside track, then we would randomly saw cut in the middle of the concrete while jack hammering. As soon as the weather breaks we will have to attack again. We have not been able to discuss numbers, but this will be over budget.
- M Bright stated that he met with R Forest about the dumpster issues that have been brought up in past meetings. Waste Management will put in a larger dumpster and a large recyclable container. The only change will be all of the recyclables will go into 1 dumpster instead of multiple containers. This will have zero impact on the community.
- The first thing you see at Kimry Moor (as you drive in from Mott Road) is the Club House, next the huge dumpster. M Bright priced out a low, mesh, swinging fence at \$2,000. This is a cosmetic detail. He'd like to take the Board out in the spring to show everybody what would be done. Waste Management would use a key to enter the gate; homeowners can access without a key. It will be difficult to bring a large item to it, so we would cut back on dumping. R Colton stated that last year we priced out a very simple gate for \$1,000; to have a nice gate is worth the additional cost.
- M Bright reported that there are no current roof issues because there is no snow/ice.

If you need to dispose of a television or computer parts you can bring them to Best Buy for free

President Report: R Forest thanked R Colton & M Torres for doing a professional and exceptional job last year as President and Treasurer.

- Yearly insurance with M Torres – M Torres & R Forest sat down with Kimry Moor's Agent at Brown & Brown. M Torres stated that they asked Brown & Brown to obtain at least 3 insurance estimates not including the one we currently have.

This was the outcome:

- \$16,531 with Harleysville increase of \$570 from last year. This is actual cost.
- Travelers' \$34,369 almost twice Harleysville.

- Greater New York Insurance Company - We received an estimate from them last year, so they refused this year!
- \$39,261 Middle Oak more than twice Harleysville.

M Torres made a motion to accept Harleysville again for \$16,531, which includes all condo liability, umbrella, a small automobile policy for \$121.00 (in order to obtain umbrella we had to include auto) and liability for the Board of Directors. This was seconded and all were in favor.

- R Forest reported that S Bergman has to resign from the Board effective immediately due to going back to work. R Forest stated that we will be looking to appoint another member a.s.a.p. N Moore stated that we should use the nominating committee to find a new member. M Bright stated that when a Board member resigns you need somebody to replace the term; hers is up at the end of 2012 so it would be a 10 month term.

Section 4. of the bylaws: Resignation or Removal of Directors:

...In the event of death, resignation or removal of a Director, his /her unexpired term shall be served by a successor appointed by the President of the Association with the approval of a majority of the remaining members of the Board. (a) Any Director may resign at any time by sending written notice to the Secretary and President of the Association. Unless otherwise stated therein, such resignation shall take effect when received.

If any homeowner is interested in becoming a Board member please call R Forest at 632-4424.

- Club House reservation forms – the Board went over this form and made corrections. A resident of Kimry Moor must be present at the Club House whenever it is rented out.

Secretary Report: R Solow reported that she has not received any new notes/letters from the homeowners.

- **Social committee** – R Solow reported that the athletic program will begin again in the spring. The Book Club is still meeting the last Tuesday of every month. You can find the book of the month on the Kimry Moor website. If anybody knows of a homeowner that is sick or has passed away call R Solow and she will send the appropriate card and message.

Treasurer Report: E Haynor reported that J Murphy suggested that the budget be broken down individually so homeowners can grasp where their money is applied. He forgot to include an explanation with the new figures. The financial statement was distributed and discussed. E Haynor would like to transfer \$25,000 out of the \$105,000 roof reserve fund **from** Van Guard money market fund **to** Country Side Bank. N Moore stated that she would like to see more than \$25,000 transferred. M Torres made a motion to transfer \$25, 000 out of the \$105,000 roof reserve fund **from** Van Guard money market fund **to** Country Side Bank. R Colton made a motion to change the amount to \$35,000, all were in favor. E Haynor reported that one homeowner is delinquent with the monthly common fee.

Committee Reports:

- **Grounds** – N Moore reported that there is nothing going on with the grounds right now. By the February meeting we will have the tree estimates in for the basic tree contract (2 years between \$8,000 & \$10,000) and discretionary work (the spring tree walk around list). She called the Town and told them that we cannot see the metal road stakes for the Town of Manlius plow; the next day they were painted.
- **Grounds II**– R Greene reported that he received a letter from the NYS Dept of Environmental Conservation (attached). He spoke with Doug Fischer (with Onondaga County Soil & Water) again asking if he would help fill out the application he was given. He said yes but they have to do it with the Town of Manlius. If need be, it will be \$55 an hour, which is a reasonable rate these days for an Engineer. If we don't address the sediment or silt in the pond we will be opening ourselves up for liability in the future. It's less than an acre and doesn't cover jurisdiction and really nobody cares. We need to file the application to make determination whether or not we need a water quality certificate, eliminating potential liability. M Bright stated in real simplistic terms, if we apply they come back and we believe they won't make us obtain the permit for the water quality. Basically we are good to do what we planned to do with no ramifications. We are just covering all of our bases. We need to have this approved by early April, as to not miss our summer. R Greene stated that we need to eliminate the DEC and then the plan can be drawn up. With all of this the only cost to the Association will be the \$55 an hour for Doug Fischer to help us fill out the application.

R Colton made a motion for the upper pond work determination application to be filled out and hire Doug Fischer with the Onondaga County Soil & Water hired through the Town of Manlius to help fill it out correctly (if needed) at the cost of \$55 an hour. R Forest and N Moore and any who are interested are to meet with R Greene at the Club House Thursday at 2pm February 2nd to digest this all.

- **Pool** – R Colton reported that M Bright covered most of what he had to say. There is money in the budget to do this work; we just don't know the amount. Once he has the amount he will come to the Board for approval.
- **Roofs & chimneys** – R Forest reported that 206 has a leak around the waste vent. Weather permitting the contractor will be in this week to fix it. The roof was never vented so it's all dry rot, it's black like charcoal! It will be okay until we replace it in 2012, but this summer it's going to need to be vented. There are no baffles in 90% of the Kimry Moor units. All homeowners should put them in. The baffle comes up to the roof and out the ridge vent. The only homes that have baffles are the ones that put them in themselves. When you drive around Kimry you can see where the insulation problems are by the ice buildup. It will be \$300-\$400 to fix the leak then \$230 for ridge vent. R Forest made a motion to repair the leak this week, then in the spring put the ridge vent in. This was seconded and all were in favor.

R Forest received a price of \$33,392.95 for units 102,104,106,108, which includes 60

extra sheets of plywood, we know will be needed. Overhangs are another issue. We need them put on; it's an extra cost of \$11,021. There are going to be siding issues also. R Forest is unsure what they will be. He will know more once he can see the units. The flashing will be redone on all chimneys. Siding and chimneys will be done later this spring. R Forest made a motion to spend \$33,392.95 on the roofing project at 102, 104, 106 & 108 with an extra cost of \$11,021 for the overhang. This was seconded and all were in favor.

- **Maintenance** – Nothing new to report.

Old Business: Nothing new to report.

New Business: M Torres stated that his dryer blew a fuse and the company that fixed it said the vents hadn't been cleaned out in a while. It's \$100 a pop no matter how long he works for. R Greene stated that the Town of Manlius had 6 dryer vent fires! If your dryer vent hasn't been cleaned in several years and you don't want to hire somebody you need to vacuum it out! This is a fire hazard.

Adjourned

Tentative 2012 Meeting Dates: 2/20, 3/19, 4/16, 5/21, 6/18, 7/16, 8/20, 9/19, 10/15, 11/19 at 7:15pm at the Club House. General Membership Meeting: September 24th.

Kimry Moor website www.kimrymoor.com

New York State Department of Environmental Conservation

Bureau of Habitat

1285 Fisher Avenue, Cortland, New York 13045-1090

Phone: (607) 753-3095 • Fax: (607) 753-8532

Website: www.dec.ny.gov



Joe Marter
Commissioner

RECEIVED

JAN 18 2012

VILLAGE OF FAYETTEVILLE

January 13, 2012

Mr. Richard J. Greene
Code Enforcement Officer
Village of Fayetteville
425 E. Genesee Street
Fayetteville, NY 13066

Dear Mr. Greene:

I have reviewed the location of the pond at Kimry Moor Near Mott Road Elementary School. The streams in the vicinity have a Classification of 'C', with Water Quality Standards of 'C'. The pond itself is mapped as a National Wetlands Inventory wetland.

Neither the pond nor the streams are subject to any permitting requirements under New York State's Environmental Conservation Law Article 15 (Protection of Waters) or Article 24 (Freshwater Wetlands).

As we discussed, the US Army Corps of Engineers may have a jurisdictional interest in your project. You may contact their Auburn field office at 315-255-8090.

I hope this information is helpful.

Sincerely,

Joseph M. Eifert
Biologist 1 (Ecology)
Region 7 – Cortland

Cc file
Permits

Richard Greene

From: Robinson, Judy A LRB [Judy.A.Robinson@usace.army.mil]
Sent: Wednesday, January 18, 2012 12:30 PM
To: Richard Greene
Subject: RE: Mr. Greene's inquiry (UNCLASSIFIED)
Signed By: There are problems with the signature. Click the signature button for details.

Classification: UNCLASSIFIED
Caveats: NONE

As I indicated, Water Quality Certification from the NYSDEC may be required, depending on what your proposed work entails.

Judy A. Robinson, MS
Biologist
U.S. Army Corps of Engineers
Buffalo District
Regulatory Branch
Auburn Field Office
7413 County House Road
Auburn, New York 13021

Office: 315-704-0255
judy.a.robinson@usace.army.mil

-----Original Message-----

From: Richard Greene [mailto:rgreene@fayettevilleny.gov]
Sent: Wednesday, January 18, 2012 12:20 PM
To: Robinson, Judy A LRB
Subject: RE: Mr. Greene's inquiry (UNCLASSIFIED)

Attached is Joe's letter.

Richard J. Greene

-----Original Message-----

From: Robinson, Judy A LRB [mailto:Judy.A.Robinson@usace.army.mil]
Sent: Wednesday, January 18, 2012 11:16 AM
To: Elizabeth Tracy; Joseph Eifert
Cc: Richard Greene
Subject: Mr. Greene's inquiry (UNCLASSIFIED)

Classification: UNCLASSIFIED
Caveats: NONE

Hi Elizabeth and Joe -

Thank you for referring Mr. Greene to our office with his questions with regard to proposed work in what appears to be a SWM pond within a tributary to Limestone Creek. You are correct in assuming that the Corps has jurisdiction over these water bodies. It is Mr. Greene's understanding that DEC does not regulate either of these water bodies and therefore, any work proposed would not require a permit (Article 24 or 15) from the DEC. However, I did explain to Mr. Greene that, depending on the work activity proposed, and the type of federal permit (if any) required might "trigger" the need for individual water quality certification from DEC.

Therefore, I advised Mr. Greene to submit the joint permit application to both the DEC and Corps for any work proposed in these water bodies. I just wanted to clarify to Mr. Greene, that even though these water bodies are not "regulated" by the State, there may be involvement by DEC with regard to WQC. I think there was a misconception that since you don't regulate the water bodies that DEC was entirely out of the picture with regard to

activities proposed in those areas - which may be the case, but we won't know until Mr. Greene presents what they plan to do. - i.e., the proposed work may be covered by a nationwide permit for which DEC has issued 'blanket' WQC - which means that - yes they need WQC, but already have it... or if they propose excavation only to remove sediment - this may not require a federal permit, which means they won't require WQC.

I told Mr. Greene that I would make contact with you prior to receipt of his permit application.

Cheers!

Judy A. Robinson, MS
Biologist
U.S. Army Corps of Engineers
Buffalo District
Regulatory Branch
Auburn Field Office
7413 County House Road
Auburn, New York 13021

Office: 315-704-0255
judy.a.robinson@usace.army.mil

Classification: UNCLASSIFIED
Caveats: NONE

Classification: UNCLASSIFIED
Caveats: NONE

Kimry Moor
Board Meeting
February 20, 2012

Present: R Forest, N Moore, R Colton, M Torres, R Solow, E Haynor, B Sweeney & A Fitzgerald of Highlander Associates.

The January 2012 minutes were approved as written.

Highlander Report: Nothing new to report.

President Report: R Forest stated that he spoke with Gerald Meyer about becoming a Board member; he joined the meeting tonight and will be helping with the maintenance committee. He still works, but would have no problem allocating his time between the two. A motion was made to elect Gerald Meyer to take over S Bergman's 2012 position. It was seconded and all were in favor.

Secretary Report: R Solow reported that they have established a new format for the Book Club. Each member is choosing a book each month instead of one person choosing the book every month. Nan Gartner chose "If You Ask Me" by Betty White an autobiography. The March selection is "The Immortal Life of Henrietta Lacks" by Rebecca Skloot chosen by Gloria Colton. This new arrangement is nice and involves all members. The person who chooses the book gets to run the meeting. The Book Worms still meet the last Tuesday of the month at 11 a.m. in the Club House and lunch follows. The exercise club is still not meeting until spring. Gene Bracken has been away. Therefore, he hasn't been able to make reminder calls about the meetings, which would explain why there aren't many homeowners attending.

Treasurer Report: E Haynor reported that last year our expenses were 7% of our annual budget: this year we are at 6%. The difference is due to a decrease in snow removal expense of \$1,000 and \$800 Club House expense. A CD was opened on February 10, 2012 for \$35,000. It's at the Countyside Federal Credit Union at 1.12% for 13 months. The investment at Money FCU was renewed on February 16, 2012. The rate is .5% for 1 year - down from 1.75%. This is valued at \$52,441.80. There is 1 homeowner delinquent with maintenance fees. A late fee is charged every month the homeowner is late; it is not a quarterly fee.

Committee Reports:

Grounds: N Moore reported that she will present this year's tree contracts at the next meeting. On the basic tree contract with Michael Grimm, it will be a little higher due adding extra treatments.

R Forest reported that he spoke with R Greene about the pond and payment to Doug Fischer, Onondaga County Water & Soil from the Town of Manlius. R Forest drafted a letter to the Town of Manlius Supervisor and went down to speak with him in regards to paying Doug Fischer. He will find out if we have to attend the Town meeting.

Pool: R Colton reported that Highlander was on the property today, due to the nice weather, breaking up the concrete. Inspecting & fixing the pipes will be the next stage with Pool Surgeons. R Forest stated that they did a nice job, very neat & clean.

Roofs & Chimneys: R Forest stated that he had a meeting with the chimney contractor and has not gotten the quotes yet for repairs. The roof project at 102, 104, 106 & 108 are not in bad shape. However, the top part of the chimney needs to be replaced. 7 other units were inspected and need various repairs and/or replacement. R Forest will be requesting 7 quotes for these units and Maxi will do the work. Unit 104 re-shingled their porch roof, but did nothing with the support mechanisms. The HOA will not be doing anything with that portion of the home. If something happens in that area, we will not be responsible for the work. There are 3 roofs at this point that need attending to. It shouldn't cost very much the total will be about \$3,500-\$4,000. R Forest stated that the units getting new roofs have green moss on them that needs to be cleaned up before we put the roofs on. He will speak with Highlander about doing this work; it should be done before the roofs are put up so we can see how the siding really looks.

Maintenance: R Solow stated that the mailboxes are in terrible shape this year and they are getting worse quick. R Forest stated that he agrees something does need to be done. The issue is who would be responsible for payment. This issue has been tabled until the March meeting.

Old Business: M Torres stated that everybody should have gotten an insurance binder by now. If you haven't, call M Torres and he will give you the number to call.

S Bergman reported on an email communication form she prepared. After much discussion the Board decided to collect e-mail addresses from every homeowner that has one. Once this information is received, an email list will be created and all mailings will be emailed to those select homeowners. The homeowners that do not have a computer/email address will be able to pick up a copy of the monthly minutes at the Club House. A large mailbox will be placed outside the Club House door and when the red flag is "up" that means you have mail to collect. If you are unable to get to the Club House due to illness, no vehicle, etc. call Renee Solow she will deliver to you. Any lawn treatment letters will be mailed to those homeowners that do not have email and emailed to those who do. This will save the Association money on postage that is continuously increasing. All communications are on the Kimry Moor website also.

New Business: Nothing new to report.

Meeting adjourned.

The next scheduled meeting is Monday March 19th at 7:15 p.m. at the Club House

The Kimry Moor website is www.kimrymoor.com

Kimry Moor
Board Meeting
March 19, 2012

Present: R Forest, N Moore, R Colton, M Torres, E Haynor, B Sweeney, M Bright & A Fitzgerald of Highlander Associates.

Minutes from the meeting were not available yet.

Highlander Report: M Bright reported that with this weather they will be out and about earlier than usual. Please leave your plow stakes in, just in case! Highlander will be around to pick them up. We will be onsite for scheduled clean up within the next 10-12 days. Michael Grimm has already completed a section of tree work. We are way ahead of scheduled based upon the weather.

- Concrete work: M Bright distributed an invoice for the Board to approve for the removal of the concrete pad around the swimming pool and disposing of the debris offsite. R Colton made a motion to approve the proposal in the amount of \$3,143.21. This was seconded and all were in favor.
- Waste Management: M Bright distributed a Waste Management equipment & service detail packet. They will be increasing the dumpster size and adding another recycling dumpster. It will be a 10 yard dumpster; previously it was 8 yard. There will be two 6 yard recyclable dumpsters; previously it was 4 yard. You may not notice the size increase; it will still have the sliding door. We were over the tipping fees, because there are more homeowners around this winter. The recycling dumpster will no longer be separated by type of recyclables. There will be 3 large totes left, which will enable us to collect the recyclables at your homes. This is at no additional cost to Kimry Moor. The small totes will be moved into the garage, so they will not be used. R Colton made a motion to approve the Waste Management changes at no extra fee; this was seconded and all were in favor.
- Gate: A quote from Atlas Fence for the gate around the dumpster was distributed by M Bright. M Bright stated that when you drive into Kimry Moor the first thing you see is the dumpster. Atlas Fence will install a gate around the dumpster for \$2,846. This is to deter people from dumping in the dumpster. R Forest asked that we receive a drawing of this and vote next month. Board members were in agreement and will be tabled until next meeting.
- Brett's Brick Paving: The last document provided were options for the pool area. M Bright stated that the paver proposed is designed for use around the pool; you just pick the color. If we use concrete again, we could be in the same situation we were just in, having to tear it up. The bricks will be picked up, the area underneath fixed and the brick put back in place. R Colton stated that this work needs to be done. It will add to the worth of the property. R Forest stated that he contacted 2 reliable landscape companies and they were significantly higher in price over the proposal obtained by M Bright. The pavers should be put in; in the long run it will be much cheaper and we won't have to dig

up concrete again. This company can do it all, instead of having to hire a few different ones. The cost is about \$16,576 total. R Forest asked that M Bright see if this company will repair the patch and blend it in as part of this project. A motion was made to approve the pool work by Brett's Brick Paving for \$16,576 for the items contained in proposal 1202. It was seconded and all were in favor.

- Mailboxes: M Bright reported that he brought in 2 standard mailboxes. The one in black cannot be made in brown but they make it in bronze. The standard black mailbox is \$15 if bought in bulk; the bronze is \$24, which is \$9 more than the black. The wooden box for the newspapers is made out of cedar and there are two different styles; one is angled and sloped so when it rains your newspaper doesn't get wet or regular without the bevel on it. The brown mailbox is plastic; it will not rust and its user friendly (easier to open). The big mailbox for the Club House is literally 1 and ½ mailboxes. It will be placed outside amongst the bushes on the left side as you walk into the Club House. R Forest made a motion for Highlander to order and install the large mailbox at the Club House for approximately \$150. This was seconded and all were in favor. As of April 1st those people who have not given email addresses to Highlander, can pick up their mail at the Club House when the flag is up on the mailbox. The decision to discuss the mailboxes is tabled until May 2012 when a full Board is present.

President Report: Nothing to report.

Secretary Report: No report.

Treasurer Report: E Haynor reported that all homeowners are current with the HOA fees. Contract Services are under budget for the month and year to date. Year to date Tree Service is under by \$3,334 and year to date Pool Maintenance is under by \$1,834. Other items are in line. Other Expenses are under budget \$11,213 (YTD). This variance will undoubtedly disappear as we enter our spring and summer months.

R Colton made a motion that a \$25 late fee will be charged to any homeowner whose quarterly maintenance fee payment is received after the 15th of the month in which it is due. Furthermore, an additional \$25 will be charged for every month thereafter. This was seconded and all were in favor.

Committee Reports:

- **Grounds:** N Moore reported that Highlander has already cleaned out certain areas. A full spring clean out will follow. Grimm has completed about ¾'s of their contracted discretionary tree work, which is quite visible as you walk or drive around Kimry. They will be here next Monday to complete scheduled work. Goose management will addle any goose eggs they find and keep geese from hanging around. Two pairs of geese; one at each pond are looking for a nesting site. Some others are overnight only. Homeowners are responsible for maintaining landscaping in the 10' perimeter around their unit; this includes trees, bushes and beds constructed by previous homeowners.

- **Pool:** R Colton reported that items needing attention were covered in the report given by M Bright.
- **Roofs & chimneys:** R Forest reported that the chimneys were looked at and each unit will have the work done, at a cost of \$11,556. All new flashings will be put on the new roofs. R Forest made a motion to accept the chimney work on 102, 104, 106 and 108. This was seconded and all were in favor. Additional chimney work needs to be done at units: 502, 505, 702, 704 & 711 at a cost of \$12,258. R Forest made a motion to make those repairs as needed. This was seconded and all were in favor. One chimney at 202 was rolled over from last year. The contractor didn't do a good job, so they weren't paid. Units 404, 407 & 907 were looked at along with roofs at 206, 306 & 711. However, he has to get quotes for these units. We will come within budget.
- **Maintenance:** No report.

Old Business:

- Power-washing: R Forest requested Highlander quote the power-washing of units 102, 104, 106 & 108 before the roof is done. There is a lot of algae growing on siding. R Forest made a motion for Highlander to power-wash the 4 units for \$325. This was seconded and all were in favor. The 2nd week of May the roofs will be done, so the power-washing has to be done before then.
- Pond renovation update: R Greene reported that R Forest sent a letter to the Town Supervisor in regards to having the Onondaga County Water and Soil, Doug Fischer help with the application. Kimry Moor is a private entity, therefore cannot hire Onondaga County Water and Soil. We tried to hire the Town of Manlius to be the paying party but were unable to do that, so plan B is in action. R Greene stated that the part of the pond sits in a federal wetland. We will submit a joint application. Delineate the wetland designate in the pond. This will make it so we can see how far we can fill in the pond, as long as we don't touch the wetland portion. R Greene is getting a quote for this. Once that pond has been delineated it needs to be in a drawing as a survey.
- R Colton stated that there is little written record of the resolutions passed by the Board. If we are going to make a decision, it should be entered into the minutes separately and the resolution form should be filled out. There aren't many from last year. When a Board member makes a resolution it needs to go in the beginning of the minutes, at the end of the minutes or put it in bold writing so we can look back and find them easily.

New Business: Nothing new.

Meeting adjourned.

The next meeting will be Monday April 16, 2012 at 7:15 p.m. at the Club House.

The Kimry Moor website is www.kimrymoor.com

Resolutions Passed for the March 2012 Meeting:

- Approved the cost of \$3,143.21 payable to Highlander Associates for the removal of the concrete pad around the swimming pool and disposing of the debris offsite.
- Approved the proposal by Waste Management to increase the size of the large dumpster and to replace the small tote barrels with two 6 yard dumpsters for recyclables.
- Approved the expenditure of \$16,576 for the replacement of the concrete around the pool: remove paint from the coping around the pool and stain coping. Clean & stain the remaining concrete.
- Approved the expenditure of \$11,556 for repair of chimneys at units 102, 104, 106 & 108.
- Approved the expenditure of \$12,258 for repair of chimneys at units 502, 505, 702, 704 & 711.

Kimry Moor
April 16, 2012
Board Meeting

Present: R Forest, N Moore, R Colton, M Torres, R Solow, E Haynor, B Sweeney, J Meyer, M Bright & A Fitzgerald of Highlander Associates.

The Minutes from the February 2012 meeting were approved as written. The minutes from the March 2012 meeting were approved as written.

Highlander Report: M Bright reported that Waste Management has replaced the dumpster and installed two recyclable bins. They left all of the green bins due to confusion. They will be picked up with the next pick up. Unbeknown to M Bright, Atlas Fence has changed Ownership; the estimator is still with the company. They are going to do a spec; he's not sure that they will do an actual picture as requested by the Board. The grass will be mowed Tuesday April 17th and every Tuesday & Wednesday from then on.

President Report: R Forest introduced Jerry Meyer at 110 as the new Board member who will be helping on the maintenance committee. Bylaws: last year the Board and the Bylaw committee requested that revisions be made to the bylaws; R Colton & R Forest recently met about the items. During the May meeting, we will have them revised; all Board members will have a copy of these before the meeting, so any questions can be answered before hand. To refresh memories, we wanted to make it so there are no rentals allowed at Kimry Moor & parking a truck in the driveway over night would not be allowed. We could enforce the no parking but not the rentals. H Heim & R Colton left the rental issue alone.

Secretary Report: R Solow reported that the Book Club meets the last Tuesday of every month. This month's read is "Major Pettigrew's Last Stand" by Helen Simonson. Adeline Bencsik selected this month's book. All residents are invited to join the group; just call R Solow at 637-3600. The exercise class has not yet resumed. If a homeowner needs a special delivery because they are incapable of retrieving the minutes themselves, R Solow will deliver them.

Treasurer Report: E Haynor reported that there are 8 homeowners that are late with their maintenance dues. On the financial report there is one item of significance: under Capital Improvement the \$8,000 expenditure is for the work being done on the pool. This is approximately ½ of the total cost for the repairs to be done. All other items are in line for this time of year.

Committee Report:

Grounds:

- N Moore reported that the planned extra tree work has been completed by Michael Grimm. Two areas are awaiting quotes. Unless there is an “emergency” type tree issue, only our basic tree contract work remains for this year.
- Homeowners should be aware that there are deer ticks in this area and should use bug repellent and wear proper clothing when working outside.
- Please check around your unit to make sure your landscaping is not overhanging the roof or touching the siding.
- The first mow of the season takes place this week. A reminder to homeowners: you are responsible for the landscaping around your unit and the lamppost areas. No trees may be planted in your yard area or 10’ perimeter unless approved by the grounds committee.
- NO yard waste is to be put into the dumpster.

Pool: M Bright reported that the pool has been an on going saga. Highlander had to remove another slab of concrete so the Pool Surgeons could identify all of the leaks found. 5 of the 6 pipes have a leak in them! Highlander had to excavate 5 additional holes and a trench around the pool. Pool Surgeons will redo the piping now. 3 of the 5 were extreme leaks, while the other 2 were not as serious. A decision was made to take care of all leaks now and it was the right one. Pool Surgeons assured M Bright that they would get this done. The paving bricks are in and ready to be installed. Currently the shower has a small step that will not be put back once the project is complete. This will eliminate the tripping hazard. R Colton stated that this project has taken on a life of its own and Pool Surgeons need to move faster. There are additional costs now, but there is nothing that can be done. There will be an additional charge for the valve system in the basement; it leaks terrible. R Colton is receiving an estimate to replace all of the valves; this will run about \$1,400. Once that is complete, there will no longer be leaks in the basement. This needs to be done now, while there is access to everything and it can be done correctly. R Colton made a motion to budget \$1,400 to replace the valves, this was seconded and all were in favor.

Roofs & Chimneys: R Forest reported that he has the final quote for the additional roof repairs at 206, 306 & 711. In the amount of \$1,707. R Forest made a motion to repair the roofs at 206, 306 & 711 for \$1,707, it was seconded and all were in favor.

Maintenance: J Meyer reported that the outside stairs at 519 need repair; he received an estimate for \$260.13 to replace the stairs. Unit 906 has damage to the privacy wall; it has been compromised by a tree that’s sticking out, but it’s not an issue yet. The Board agreed that this is a landscape project not masonry. A motion was made for the steps at 519 to be repaired for \$370.61. The homeowner is responsible for \$110.48 and the Association is responsible for \$260.13. The motion is for Kimry’s responsibility only. It was seconded and all were in favor. The Association is responsible for steps that were installed by the builder. If a homeowner replaces the steps, then the homeowner is responsible for repair.

Old Business: Pond renovation update: R Greene reported that at the last meeting hiring a consultant was approved. The Army Core of Engineers was going to determine which portion was wetland; they would delineate the pond. Since that time, Barbara Rooter has spoken to Judy Robinson with the Army Core. She has a satellite. Judy summarized as follows: go ahead with dilation; it's her personal opinion that it connects with Lime Stone Creek, which is her jurisdiction. She will not let it be filled. Alternative, go ahead and have wetland plants added to the pond to make it look nice. The Army Core has no jurisdiction with any plantings; this will cut down the original quote several thousand dollars. In summary, we don't have to do anything at this point. They clearly have no concern with us putting plants in; to install plants, we need soil. N Moore made a motion to get permission from Barbara Rooter to go ahead and submit a letter to Army Core of Engineers; her total fee is not to exceed \$900. This was seconded and all were in favor.

New Business: R Forest stated that he is getting nervous with funding because of the pool situation and doesn't want to overspend with the mailboxes. With the upgraded box its \$122 per unit, which includes the post and paper-post. R Colton made a motion to accept the \$122 per mailbox + tax and it will be tabled until the final cost on the pool is in. This was seconded and all were in favor. M Torres stated that the Town of Manlius patched up a few areas on the roads. R Greene stated that it was with the intent to mill out the concrete. The mailboxes should be installed after the Town is done.

- A motion was made to have the Monday, June 18th meeting at 4 p.m. at the Club House instead of 7:15 p.m. It was seconded and all were in favor.

Meeting adjourned

The next meeting will be Monday, May 21, 2012 at 7:15 p.m. at the Club House.

The Kimry Moor website is www.kimrymoor.com

Resolutions Passed for the April 2012 Meeting:

- R Colton made a motion to budget \$1,400 to replace the valves, this was seconded and all were in favor.
- R Forest made a motion to repair the roofs at 206, 306 & 711 for \$1,707 it was seconded and all were in favor.
- A motion was made for step repairs at 519 for removing and repairing 3 steps and a partial wall restack. \$110.48 the homeowner has to pay. The Association responsible for \$260.13. The motion is for Kimry's responsibility only. It was seconded and all were in

favor.

- N Moore made a motion to get permission from Barbara Rooter to go ahead and submit a letter to Army Core of Engineers and her total fee is not to exceed \$900. This was seconded and all were in favor.
- R Colton made a motion to accept the \$122 per mailbox + tax and it will be tabled until the final cost on the pool is in. this was seconded and all were in favor.
- A motion was made to have the Monday, June 18th meeting at 4 p.m. at the Club House instead of 7:15 p.m. It was seconded and all were in favor.

Kimry Moor
Board Meeting
May 21, 2012

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

Minutes from the April 2012 meeting were approved as written.

Highlander Report: M Bright reported that Waste Management fulfilled the dumpster exchange. We do have to tweak it, as they left the wrong size totes for the recyclables. This cleaned the area up; it looks better without all of the totes. The weather hasn't helped much with the grounds; we were onsite Saturday mowing.

You can see the dramatic difference with the pool. A lot of work went into it: stone dust demolition of the shower, pouring of the new shower pads, we changed to 6 x 9 pavers, installation of top coat around the pool, etc. M Bright stated that he and R Colton made a quick decision to seal the pavers and the concrete. Without sealing the pool area it did not look uniform; now the pavers and concrete look consistent. The contractor pumped out the pool, pressure washed it and flooded all of the holes. The extra work totaled up to \$2,415. They had to excavate again and expose the entire pipe which totaled \$836.53. The last items for the pool are to re-caulk, power-wash and paint it. R Colton made a motion to approve the \$2,415 to complete the pool project, it was seconded and all were in favor. R Forest stated that we could install a pool liner and wouldn't have to worry about painting for 15 years. R Colton made a motion to paint the pool for \$4,360, 4 were in favor 4 were not. The pool will be caulked, power washed & opened.

President Report:

- R Forest reported that the June 18, 2012 meeting will begin at 4 p.m. at the Club House.
- Clubhouse Rental Cost – R Forest stated that right now the Club House rental fee is \$50 per day per use and it's been like this for years. The Bridge Club uses the Club House 4 times a month and only pays \$50 a month instead of \$50 per time. They have 3 nonmembers, which means they have to pay for use of the Club House. If it is used as a function for Kimry Moor homeowners only, there is no charge, i.e. Book Club & Exercise Group. M Torres stated that this went into discussion a few years ago at a Board meeting and we agreed on a one time \$50 fee per month. A motion was made to keep the Bridge Club's monthly fee at \$50 per month. R Forest included an addendum for this to cover one year only, May 2012 to May 2013; this was approved with 6 voting yes and 2 voting no. R Colton would like to talk about eliminating the fee. This discussion was tabled.
- Bylaws: R Forest stated that the bylaw discussion will be tabled until next month.

Secretary Report/Social Committee: R Solow reported that the Book Club selection for this month was chosen by R Solow and is called “The Lady and the Unicorn” by Tracy Chevaleir. The Book Club meets the last Tuesday of the month at 11 a.m. in the Club House. The exercise group is still on hiatus. Joan Jacobs is the Welcoming Committee; three new homeowners have moved in, but she’s been ill. It’s very hard to catch a new homeowner but we have their names and numbers.

Treasurer Report: E Haynor reported that one homeowner is unpaid with the April fee. On the financial report all expenses are under budget, with the exception of Tree Service and Capital Improvement/Emergencies. Tree Service is over by \$1,019. Capital Improvement is over by \$9,091, which is attributed to pool repairs. Both figures are year-to-date.

Committee Reports:

Grounds: N Moore reported that she checked individual units for bushes, plantings and trees that are encroaching on the siding, roofs or sidewalks. Four owners of record will be notified that they have some work to do. The rest looked well maintained.

**** Reminders: No yard waste can be put into the wooded areas and nothing is to be planted outside of the 10’ area of Owner responsibility.**

M Bright stated that your landscape contractor cannot leave your yard waste for Highlander to pick up. They are to take it with them! **

Pool: This was discussed under Highlander’s report.

Roofs & Chimneys: R Forest reported that the roof replacement project at 102 – 108 is almost completed. There are some minor issues. The 4 chimneys were also finished; 2 were knocked down completely and rebuilt. There will be an additional cost for the gutter work; the quote will be issued when available. The additional cost for the roof replacement was minimal at \$5,000 compared to last years at \$14,000. There are 2 pending smaller roof projects at 306 & 711. Unit 610 called in about a leak and it does need work; a quote will be coming in. R Forest made a motion to attain the necessary repairs at 610 for approximately \$3,500. It was seconded and all were in favor. R Solow stated that the workers were very polite and considerate of the homeowners. They were an outstanding staff!

Maintenance: R Forest stated that J Murphy has just returned from Florida and J Meyer is not in attendance. We will allow them to get together and report next month.

Old Business:

- Pond Renovation: N Moore reported that Barbara Reuter, a consultant for the upper pond issues, stated that the Army Corp of Engineers has jurisdiction over the entire pond and

the stream because the pond connects to Limestone Creek and then to Oneida Lake. Important for us: the Corp does not issue permits for fill in “a water of the U.S. for aesthetic reasons.”

The Corp does not require a permit to install plants within a water of the U.S. Ms. Reuter will write a memo to Ms. Robinson to explain a wetland permit application will not be submitted to the Corps. Then Ms. Reuter will help us develop a planting plan for the pond. Her fee is \$70.00 per hour plus some mileage expense. She estimates upcoming cost at no more than 5-10 hours; so far we’ve paid her for only 2 hours. R Forest stated that she brings a lot of expertise to the table along with N Moore & B Sweeney.

- Mailboxes: R Forest reported that the mailbox installation was passed by the Board at the last meeting, however R Forest was concerned with the timing of the ring road paving project and how it would affect the new mailboxes if installed prior to road construction. R Forest spoke with Rob Cushing the Town of Manlius highway superintendent who indicated that the mailboxes would have to be removed in order to grind down the concrete gutters for repairing the roads resurface. Therefore, the installation of the mailboxes will be delayed until the ring road project is completed. After being shown Highlander photos of the recommended mailboxes J Murphy stated that aluminum caps should be installed on top of each post for wood protection and appearance. He also discouraged crushed stones at the base of each post.
- Dumpster Fence/Gate: M Bright stated that Highlander cleaned up the mess and there haven’t been any further issues with the dumpster being jammed full. The gate around the dumpster is purely aesthetic. We can revisit this at a later date and time as stated in the pool discussion. The Board tabled this issue.

New Business: Power wash: J Murphy is in the process of inspecting all of the buildings to determine which need there vinyl/aluminum siding power washed. We will not do any garage doors or wood work since damage may occur. Bids are being obtained to complete this project.

Meeting adjourned.

The next meeting will be Monday, June 18, 2012 at 4 p.m. at the Club House.

The Kimry Moor website is www.kimrymoor.com

Resolutions Passed for the May 2012 Meeting:

- R Colton made a motion to approve the \$2,415 to complete the pool project, it was seconded and all were in favor.
- R Colton made a motion to paint the pool for \$4,360, 4 were in favor 4 were not. The pool will be caulked power washed & opened.
- A motion was made to keep the Bridge Club’s monthly fee at \$50 per month. R Forest included an addendum for this to cover one year, May 2012 to May2013, this was seconded and approved with 6 voting yes and 2 voting no.

- R Forest made a motion to attain the necessary repairs at 610 for approximately \$3,500. It was seconded and all were in favor.

Update on Pool Repairs per Ray Colton:

The pool is still under repair. It needs caulking and washing before we can fill it and open it for use. Unfortunately, most pool companies are very busy this time of year and the company we have contracted with cannot perform the needed work until June 20th. Consequently, we do not expect the pool to be opened until the weekend of June 23rd at the earliest. We plan to bring up the furniture next week and get all of the other work done so the pool can open as soon as the water is safe for swimming. Thank you for your patience.

Kimry Moor Minutes
Board Meeting
June 18, 2012

Present: R Forest, R Colton, N Moore, J Murphy, R Solow, E Haynor, B Sweeney, J Meyer, M Bright & A Fitzgerald of Highlander Associates.

Minutes from the May 2012 meeting were approved as written.

Highlander Report: M Bright reported that not much is going on; we are waiting for the pool to get filled. A few landscape projects have been completed. Be careful when dumping trash at the Club House; do not drop it into the recycle bins. The striping of the Club House parking lot was completed. The handicap signs were painted using free hand so they are not identical.

President Report: Nothing new to report.

Secretary Report: R Solow stated that because she lives across the street from the Club House she watches cars pull into Kimry Moor, put their garbage into our bins and leave. M Bright stated that any homeowner that observes this should get a plate number and call the police. The police will look the vehicle up and contact the person responsible. Do not chase these people down or say anything to them, let the police handle.

The Kimry Moor Summer Party will be Tuesday July 10th from 6-8 p.m. in the Club House for all residents and guests. The cost is \$12 per person for a delicious Italian repast. For reservations or an opportunity to help set up or clean up call Renée Solow at 637-3600 or Joan Murphy at 637-8246. Anyone who'd like to bring a dessert gets a hug!

The exercise class in the pool will begin as soon as there's water in it. The work out includes noodles, bouncy balls and smiles. More details will be posted on the Club House window and on the Kimry Moor website.

The Book Worms Club meets the last Tuesday of each month at 11 a.m. in the Club House. All residents are welcome. The book for the June discussion is Pete Hamill's novel North River.

After the discussion lunch together gives the group an opportunity to socialize.

Due to new additions and corrections, another update to the phone list will be distributed.

If you have any social event ideas contact R Solow!

Treasurer Report: E Haynor reported that two major expenditures have been made for current year. \$22,134 for pool repairs – This appears on the Financial Statement on the line item “Capital Improvements/Emergencies”. \$61,921 in roof repairs was charged against the “Roof Replacement Fund”. The balance in this account is now at \$180,354.

Committee Reports:

Grounds: N Moore reported that we planted some bushes near the pool that are large and will grow quickly. Lynn Greene of 102 Kimry has volunteered to be on the grounds committee.

Pool: R Colton stated that he posted on the website and had it added to the minutes that the pool is not open because the caulking and repairs which cannot be done until June 20th. Once completed the water will be put in and it will hopefully be open by the weekend. So far we've spent over \$22,000 on repairs this year. The caulking, power washing, adding water and cleaning needs to be added in still, once this massive project is completed we will be all set with the pool for many years.

Roofs & Chimneys: R Forest reported that the roofs at 102, 104, 106, & 108 are completed, we still have gutter work going on there but the roofs are done. The additional work was a smaller quantity than the 800 block project. The chimney at 702 Kimry was rebuilt. It was deteriorated to the point of being able to pull bricks out with your own hands. R Forest stated that there are 4 or 5 chimneys left, which have already been approved by the Board; they will be discussed once completed. A homeowner asked if there were any precautions we are taking with the roofs. The answer is yes; last fall M Bright and R Forest did a roof inspection and walked all of the roofs and checked all of the chimneys.

Maintenance: J Murphy reported that from December, 2011 to May 8, 2012 there were about 8 maintenance issues. Only 2 were addressed. He would like to get the sidewalks and stoops corrected. Only 5% of the budget has been spent so far, but it is early and will all be used. There is going to be a lot going on at Kimry Moor for the next week or two.

****Any homeowner that has a maintenance issue, please call Highlander Associates first; they will pass it on to the Board!!****

Old Business: Pond renovation – N Moore and R Greene reported that Barbara Reuter is calling today to set up a meeting about what landscape will be put into the ponds. The Grounds Committee, Bryan O'Connor of Highlander and R Forest will meet with Barbara Reuter. Power washing - J Murphy stated that he surveyed the homes. We don't have to do the entire building per say; we can spot treat with Clorox and water and the mold will come right off. The Board will create a priority list.

New Business: J Murphy stated that the yellow dumpster on one of our homeowner's property is ugly and it's been there for a while. There should be something in the bylaws that states you can't leave it forever; there should be a deadline. R Forest believes they are moving it as quickly as they can.

J Murphy brought up getting a group price from Verizon for cable, internet & telephone. After the Board discussed this it was tabled.

Meeting adjourned.

The next meeting will be Monday, July 16, 2012 at 7:15 p.m. at the Club House.

The Kimry Moor website is www.kimrymoor.com

Resolutions Passed for the June 2012 Meeting:

- At an executive session the Board approved J Murphy's request to spend \$1,400 of the maintenance budget to refurbish the pool chairs.

Kimry Moor
Board Meeting
July 16, 2011

Present: R Forest, N Moore, M Torres, J Murphy, R Solow, E Haynor, B Sweeney, J Meyer, M Bright & A Fitzgerald of Highlander Associates.

Minutes from the June 2012 meeting were approved as written.

Highlander Report: M Bright reported that there is not much going on. R Colton had a few issues with the pool, which were taken care of. We will not be mowing again this week due to weather conditions, but are working on small projects around the property.

President Report:

- R Forest started the meeting with condolences to Shirley Lombardi's family; she passed away suddenly. Kimry Moor will donate to the charity of choice.
- R Forest reported that he would like to recognize R Colton & M Bright for all of the hard work and time they've put into the pool. The pool had been the same for over 25 years and now it's completely made over.
- R Forest requested that E Haynor supply a copy of all work orders from Highlander to the committee's chairman, so they can better keep track of their budget. M Bright stated that E Haynor gets all copies in the monthly statement.
- R Forest discussed mailboxes with rubber bands on the flags. Some homeowners are concerned that it displays to intruders that the homeowner is not in town. J Murphy stated that the US Postal Service identifies homeowners that are not in town with the rubber bands. It puts a hold on that person's mail and it will continue. This is not a Kimry Moor issue. If you see a rubber band that's fallen off, call the USPS so they can replace it.

Secretary Report:

- R Solow reported that the Kimry Moor Summer Party featured Italian specialties from Mario and Salvo of DeWitt, which were enjoyed by 67 homeowners and their guests. Judy Granatstein and Joan Murphy managed the buffet and facilitated all phases of the party. Delectable desserts were donated by Nancy Levine, Steffi Bergman, Lois Meyer, Esther Heim, Barbara Grossman, Gloria Colton, Nancy Moore and Meredith Walanske. Joan Jacobs and Adeline Bencsik greeted the party guests and an energetic cleanup featured the muscle of Herb Heim, Ray Forest and Richard Greene. The fine points of housekeeping were done by Gloria Colton, Lynn Greene and Sue Forest. Left over party food was donated to Vera House, picked up by Olivia Stroman and delivered by Judy Granatstein.
- The Aqua Exercise Class will start in one week and the time will be posted on the Club House window.
- Homeowners are reminded that the Kimry Moor meeting minutes are in the Clubhouse mailbox at the Clubhouse door.

- The Book Worms Book Club meets the last Tuesday of each month in the Clubhouse at 11 a.m. All are welcome! Call Renée Solow at 637-3600 to join.

Cable: J Murphy requested Rick Bruner report on bulk cable rates for Kimry Moor. Time Warner Cable was the only company that would give a bulk rate. It would be very complicated to ask all 84 homeowners to switch to and use Time Warner Cable. This information will be documented and tabled.

Treasurer Report: E Haynor reported that under Other Expenses, Utilities Expense is high for the month. This is due to a payment made to the homeowners who provide power for our street lights. Payment is an annual expense totaling \$550.00. Total Income for six months is slightly over budget, which is due to homeowner's fees being paid in advance. Total Expenses are on budget at 50%.

Committee Reports:

Grounds: N Moore reported that the grounds need water. J Murphy stated that if you have company at your property, do not let them park on the grass as it can cause a fire.

Pool: M Bright stated that somebody said the pool cover disappeared. It's in the garage where it's always been.

Chimneys/Roofs: R Forest reported that 202, 502 & 505 are the only chimneys that need to be completed. 610 & 711 are finished. Unit 609 requires front roof valleys replacement, 602 needs roof vent and waste vent collar replaced, (quotes to follow). We've had a lot less leaks this year than we've had in the previous 3 years!

Maintenance:

- J Murphy reported that to date about \$3,000 of his budget has been spent mostly on sidewalks, stoops and stairs. Several others have been scheduled for repairs or replacement in August.
- J Murphy stated that some homeowners have been given a repair credit towards new more attractive "paver" type sidewalks. This has been done with the understanding that any future repairs will be at the owner's expense after; a letter is signed in agreement. The original blue stone walks will remain a Homeowners Association responsibility.
- Highpoint Company, who does our lawn sprays and fertilizing, leave warning signs after completing each treatment. Homeowners are asked to pick up these signs after twenty four hours and place them in their blue recycle bins. Thus eliminating their untidy appearance.
- Our pool side chase loungers have been refurbished in new colorful vinyl webbing. Homeowners are asked to use towels on the lounges to protect them from suntan lotions, etc.

- J Murphy received and responded to 22 homeowner maintenance calls since our June meeting. Most had to do with various tasks in the \$52.00 - \$150.00 range. However, several are out for bid since and a motion was made to spend about \$6,000 on four projects. (The resolution details are at the end of these minutes).

Pond renovation: Nothing new to report.

New Business:

Garage and Estate Sales, Article XVIII:

- Written approval of the Board of Directors is required prior to a sale.
- The request for approval shall specify the person(s) proposing to run the sale, the date and proposed time of the sale.
- The Board's Letter of Approval of the Sale shall specify reasonable conditions such as: parking, security, policing and crowd control. The person(s) conducting the sale shall give the Board of Directors a signed copy of the Approval Letter, prior to the sale. This signifies that the person(s) conducting the sale will comply with the rules in our By-Laws and the terms of the Approval Letter.
- Sales are limited to the interior of the unit
- Signs are prohibited excepting those approved by the Board of Directors.
- The Sale shall be one (1) day's duration. Sold merchandise may be picked up the next day.
- Parking shall be regulated; vehicles shall not be parked in cul-de-sacs, or side roads or driveways.
- Subject to the regulations of the Town of Manlius, vehicles may only be parked in the undivided portion of the oval road or the Clubhouse parking lot.
- Traffic of all roads in Kimry Moor shall remain open and unimpeded.
- It is the responsibility of the Owner and the person(s) conducting the sale to have adequate persons controlling parking and traffic.

Reminder: Kimry Moor's website "kimrymoor.com" contains pictures, copies of our legal documents, a list of activities, respective responsibilities of Owners and the Association, and other information.

Old Business: Nothing new.

Meeting adjourned

Resolutions passed at the July 16, 2012 Board Meeting:

1. Demolish & rebuild rear stairs at 303 for \$500.
2. Remove and replace rotten wood window moldings at 306 & repair sidings at 711 and 206 for \$215.

3. Demolish front stoop stairs and sidewalk at 206 for \$3,000.
 4. Repair and resurface several foundations at 303, 305 and 601 for \$1,400.
- ** All work to be completed by mid August. **

Kimry Moor
Board Meeting Minutes
August 20, 2012

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

The July 2012 minutes were approved as written.

Highlander Report: M Bright reported that the weather has broken so the grounds are bouncing back.

President Report: No report.

Secretary Report: R Solow submitted a written report; the Book Worm's Book Club is reading Mayflower by Nathaniel Philbrick and His Excellency George Washington by Joseph Ellis for the August 28th meeting which will be led by Shirley Killian. All are invited to the Clubhouse for a potluck lunch and discussion starting at 11 a.m. The Book Worm's Book Club meets the last Tuesday of every month, all are welcomed.

Treasurer Report: E Haynor reported that all homeowner fees are current as well as the new homeowner fees. It appears at this time that we will end year end with a net income despite the large expenditure for pool renovations.

M Torres reported that units 403, 404, 711, 713 & 902 closed this year, and all fees are paid.

Committee Reports:

Grounds – N Moore reported that Michael Grimm is pruning the crab apples and hawthorns Monday and Tuesday of this week. Also, 4 lopsided-overgrown trees were removed on the inner circle. The grass is still very dry and brittle, so be careful if barbecuing outside.

If a new homeowner has a landscape or tree question, they should contact Highlander who will contact a grounds committee chairperson.

N Moore stated that 604KM has not done any outside maintenance for a few years now. She contacted the daughter who is responsible for the unit, but cannot get her to respond. M Bright stated that the Board should send a letter through Highlander giving a specific date for a landscape plan, then act on that plan or the Association will do a minor clean up and bill the homeowner. A motion was made to have Highlander send a letter to the owner of record of 604 Kimry to clean up the outside landscaping and 10 ft. perimeter by September 17, 2012. The motion was seconded and all were in favor.

J Murphy stated that Michael Grimm had four teams on the grounds at 7:30 a.m., they did a great job. Also, Highlander took care of the common area by his house with top soil, seed and fertilizer and did a great job.

Pool – M Bright reported that there were stenciled “no diving” and depth marks on the pool before the reconstruction. Highlander was waiting for the stencils to be delivered and they came in today, so we will be painting them on this week.

Roofs & chimneys – R Forest reported that everything is done except for two roofs, 602 & 609. The valley at 609 needs to be redone; it will cost \$990. The ridge vent needs repair at 602; it will cost \$325. A motion was made to have those two items completed. It was seconded and all were in favor. R Forest will be getting quotes for next years roof project by the November meeting.

Maintenance – J Murphy reported that there were 6 maintenance calls since the last meeting. 3 were completed and 3 need to be. They are under his \$250 limit, so will be fixed. An architectural request form was approved for deck work at unit 803. R Forest stated that if the porch and deck are covered, then it’s the homeowner’s responsibility. This is stated in the bylaws Article 16 Section 1D. J Murphy stated that the budget shows he’s only spent 30% of his maintenance budget, when in reality he’s spent 77%. He prioritized everything that is outstanding and the budget was well spent.

Old Business: J Murphy stated that 9 or 10 residents have pavers that they paid for themselves. The homeowner will assume cost of repairs. H Heim and R Forest will work together to amended the bylaws so this is stated and a new homeowner will be responsible to maintain.

Pond Renovation: N Moore reported that they will be selecting appropriate bushes and plantings for the wetland upper pond area to camouflage the filled in pond. This will be done in the fall. Barbara Reuter from the Environmental Collaboration is directing us.

New Business: J Murphy stated that 525 is for sale and sits on a corner; there are 3 signs in the windows and they are all oversized.

Meeting adjourned.

Resolutions passed at the August 20, 2012 Board Meeting:

- A motion was made to have Highlander send a letter to the owner of record of 604 Kimry to clean up the outside landscaping and 10 ft. perimeter by September 17, 2012. It was seconded and all were in favor.
- The valley at 609 needs to be redone, it will cost \$990. The ridge vent needs repair at 602, it will cost \$325. A motion was made to have those two items completed. It was seconded and all were in favor.

The next meeting will be a different day, Wednesday September 19, 2012 at 7:15 in the Club House. The Annual Meeting is scheduled for Monday, October 22, 2012.

The Kimry Moor website is www.kimrymoor.com

Kimry Moor Minutes
Board Meeting
September 19, 2012

Present: R Forest, R Colton, M Torres, J Murphy, R Solow, E Haynor, J Meyer, B Sweeny, M Bright & A Fitzgerald of Highlander Associates.

Minutes from the August 2012 meeting were approved as written.

Highlander Report: M Bright reported that we will not be mowing this week due to the weather. We will be back on schedule next week. R Solow stated that the lawn has brown spots in it. M Bright stated that the lawns with brown areas will be reevaluated in the fall. Different items factor into this; we need to wait it out and then over-seed certain areas in the fall or spring.

President Report: R Forest reported that the Annual Meeting is scheduled for October 22, 2012 at 7:15 p.m. at the Club House. A flyer was put into every homeowner's mailbox. If there are any nominations between now and the meeting give it to a Board member. Elections will take place at the Annual Meeting.

Homeowner's exterior renovation improvement: J Murphy stated that there are 10 residents who have altered their porches and/or sidewalks. R Forest stated that an agreement was made with those homeowners that are not keeping the original Kimry Moor sidewalks and/or porch. Homeowners must sign an agreement and all subsequent owners of the home will be responsible for the upkeep and maintenance of the porch/sidewalk. J Murphy stated that the homeowner is given an allowance with the change. If homeowners want the sidewalk to have brick pavers, the Board will deduct the cost to fix the sidewalk and apply it towards the new sidewalk.

Secretary Report: R Solow reported that the Board sends their condolences on behalf of the entire community to Donald Lombardi and his family at the passing of Shirley Lombardi. A card was sent and a donation was made on behalf of the Lombardi family. We send our sympathy to Don at this difficult time.

The Book Worms Book Club selection for the September meeting was chosen by Marjorie Morchower. She chose Minding Frankie a novel by Maeve Binchy. The discussion and lunch are on the last Tuesday of each month at the Club House, 11 a.m. All are welcome!

Anyone interested in a friendly exercise class in the Club House call Renée at 637-3600.

R Solow would like to thank Jean Bracken for her efforts to reach out to all Kimry Moor residents with the meeting dates and time. Also, thank you to Ray & Gloria Colton and Judy Granatstein for keeping the pool in wonderful shape all summer.

If you have a change to the phone and address directory, please call Highlander or let a Board

member know. It's difficult to keep up with every homeowner at Kimry Moor, so any help is appreciated.

The Minutes for that month's meeting are kept in the mailbox at the Club House. If you cannot reach the Club House, Renée Solow will hand deliver to you; please call her at 637-3600.

Treasurer Report: E Haynor reported that all expenses as of year-to-date are close to budget or under with the exception of Capital Improvements (Pool Repairs). Income is slightly over.

Committee Reports:

Grounds: B Sweeny reported that the grounds committee proposes to plant our newly formed wetland with herbaceous plants to cover the 3,050 sq. ft. The planting can be done this fall. 770 plants will be planted 2 ft. on center (which means the plants are 2 ft. apart). 770 plants will cost \$654.50 installed, mobilization is \$495.00 plus the 1 year guarantee at \$606.90. The cost is \$2,340.90 per Q#0810440 from Southern Tier Consulting Cuba NY. 70 each of Swamp Milkweed, New England Aster, Tussock Sedge, Joe Pye Weed, Bonest, Grass Leaved Goldenrod, Blue Flag, Cardinal Flower, Great Blue Lobelia, Wool Grass, Blue Vervain. Once planted we will enjoy a Wet Meadow with little to no maintenance. We are eradicating the invasive Purple Loosestrife and another tall grass like weed now. The effect should be a very natural looking and colorful all-seasons meadow. Barbara Reuter from the Environmental Collaborative along with Richard Greene and Bryan O'Connor of Highlander Associates have led us through the complex process of dealing with various jurisdictions. We are in compliance with the Corps, which has jurisdiction over the entire pond including the stream. To date we have paid one consulting invoice for \$635.56 and \$109.89 for pond and stream maintenance. Kimry Moor budgeted \$10,000 for the Pond Recovery Project 2012. We will have an additional bill from Barbara Reuter and a couple of small bills from Highlander. Ponds Committee moves to allocate \$2,340.90 for planting to Southern Tier Consulting Cuba, NY. A motion was made to approve \$2,340.90 to put the plantings into the wetland, it was seconded and all were in favor.

Pool: R Colton reported that after some consideration and with the weather forecast, the pool will be closed. The following motion was approved by the Board on August 30, 2012. A motion was made to expend the sum of \$3,141 for a new pool cover to be ordered and installed by Pool Surgeons. This was seconded and all were in favor.

Roofs & Chimneys: R Forest reported that the repairs have been made and completed at 602 & 609.

Maintenance: J Murphy reported that he's received 4 resident calls since the last Board meeting. 3 of the 4 were handled without any cost, and the other one will be held over until spring because

of the expense. The contractor just completed the sidewalk at 905; it came out beautiful. All power washing has been completed for the year; 10 units were finished. The dumpster area at the Club House has people dumping garbage, which is making a mess. A motion was made to have Highlander take out all brush, trim back all bushes but still conceal it from the road, put a 10ft frame & excavate, put heavy duty crushed stone then the dumpster on that. All listed will be done for \$450 by Highlander. The motion was seconded and all were in favor.

Old Business: R Forest reported that the new mailboxes were passed; the project will be done next year as soon as the road is done. Do not throw construction debris, bicycles, chairs, etc anything that is not household garbage in the dumpster. If you have those items call Highlander they will pick it up and bill you.

Meeting adjourned.

Resolutions passed at the September 19, 2012 Board Meeting:

- A motion was made to approve \$2,340.90 to put the plantings into the wetland, it was seconded and all were in favor.
- The following motion was approved by the Board on August 30, 2012 via email. A motion was made to expend the sum of \$3,141 for a new pool cover to be ordered and installed by Pool Surgeons. This was seconded and all were in favor.
- A motion was made to have Highlander take out all brush, trim back all bushes but still conceal it from the road, put a 10ft frame & excavate, put heavy duty crushed stone then the dumpster on that. All of that will be done for \$450 by Highlander. The motion was seconded and all were in favor.

**The next meeting will be Monday, October 15, 2012 at 7:15 in the Club House.
The Annual Meeting is scheduled for Monday, October 22, 2012 at 7:15 in the
Club House.**

The Kimry Moor website is www.kimrymoor.com

Kimry Moor
Board Meeting
October 15, 2012

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

Minutes from the September 2012 meeting were approved as written.

Highlander report: M Bright stated that the pool cover has been made. Pool Surgeons are going to bring the water level up in the pool in case there is heavy snow this winter. The pump on the pool was running irregularly, so we turned it off. It still needs to be winterized. Leaf and lawn care will be completed. We did receive some rain and are a little behind; so please be patient.

President Report: R Forest reported that the annual meeting will be held on October 22, 2012 at 7:15 p.m. in the Club House.

The nominating committee has not received any nominations.

Secretary Report: R Solow reported that the first Kimry Moor neighbors get-together held at the Clubhouse on Wednesday, October 10th was attended by 30 homeowners! They snacked and chatted from 3-5 p.m. Such a good time was had; more get-togethers will be planned.

The Book Worms Book Club is reading Mud Bound by Hillary Jordan. Judy Granatstein recommended this prize winner. Each month a book is chosen by a different club member who works with our village librarian to select a good read. Lee Margolin and Gloria Colton will be selecting titles for November and December. All Kimry Moor residents are invited to join. Book talk and personal adventures continue at a pot luck lunch at the Club House or lunch out. If you would like to join the fun, call Renée Solow at 637-3600.

The exercise group needs a new leader. It's a one hour informal class once a week in the Club House. We have the equipment and space. Call Renée Solow if interested.

The Club House is a great place for games, checkers, chess, cards, knitting, recipe swapping, just visiting, etc. All things are possible at the Kimry Moor Club House. Call Renee to start an activity!

New residents can contact Joan Jacobs for welcoming information and orientation at 637-9022. Our Holiday Party will be a main event in early December. If you are interested in being part of the planning call Joan Murphy at 637-8246 or Renée Solow.

Treasurer Report: Nothing to report.

Committee Reports:

Grounds: N Moore reported that the recent rains have helped repair our grass. Fall clean up will be ongoing until the last leaf falls or snow comes. There is no need for residents to call for leaf clean up. The last yard waste pick up is Tuesday November 13, 2012. No exceptions will be made for a later pick up. We will be receiving bids on tree work for 2013 this fall.

Pond Report: 770 plants (plugs) were planted 2 weeks ago in the former upper pond area. Purple Loosestrife was removed because it is very invasive. We will see the results next spring and summer. Southern Tier Consulting Inc. guarantees the plants for one year. Our thanks go out to Richard Greene for advising us and contacting the various agencies necessary to move the project along.

Pool: No report.

Roofs & chimneys: R Forest reported that the valley is leaking at units 501/503, 521 & 908. The total repair for the units will be \$1,400. A motion was made to approve the valleys be fixed at units 501/503, 521 & 908 for \$1,400. This was seconded and all were in favor. R Forest will be collecting quotes for next year's chimney and roof project at units 110, 112, 114 and 116.

Maintenance: J Murphy reported that 6 maintenance calls were received since the last meeting. 3 have been completed, 2 will be completed next year and 1 is pending the cost.

Old Business: Any Board member will pick up the minutes from the Club House mailbox and deliver them to your home if you are incapable of picking them up.

Meeting adjourned.

Resolutions passed at the October 15, 2012 Board Meeting:

- A motion was made to approve the valleys be fixed at units 501/503, 521 & 908 for \$1,400. This was seconded and all were in favor.
- A motion was made to approve changing the Board meetings to the third Tuesday of the month instead of the third Monday so A Fitzgerald of Highlander can continue to take the minutes. This was seconded and all were in favor.

The Kimry Moor website is www.kimrymoor.com

The next meeting will be Tuesday, November 20, 2012 at 7:15 in the Club House. All meetings thereafter will be on the third Tuesday of the month.

Kimry Moor
Board Meeting Minutes
November 20, 2012

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

The minutes from the October 2012 meeting were approved as written.

Highlander Report: M Bright reported that we are in between the fall and winter. We did minor leaf clean up and may do that again. If anybody has problems with their plow stakes please call Highlander.

President Report: R Forest reported that the meetings for 2013 are as follows: Jan 29th (for the financials), Feb 19th, March 19th, April 16th, May 21st, June 18th, July 16th, August 20th, September 17th Annual meeting Sept 24th, Oct 15th and Nov 19th.

R Forest reviewed the 2013 Board & Committee Members: President - Ray Forest, Vice President - Nancy Moore, Secretary - Renée Solow, Treasurer - Ed Haynor, Board Members: Gerald Meyer, Ray Colton, Joe Murphy, Morris Torres & Barbara Sweeney. Committee Members: Architectural - Joe Murphy, Budget - Ed Haynor & Morris Torres, Bylaw - Herb Heim & Ray Colton, Clubhouse - Lynn Greene & Paula Haynor, Financial Review - Ed Haynor & Morris Torres, Grievance - Steffi Bergman & Morris Torres, Grounds - Nancy Moore, Barbara Sweeney & Lynn Greene, Maintenance - Joe Murphy & Gerald Meyer, Pool - Ray Colton, Social - Renée Solow, Roof Repair - Ray Forest and Welcoming - Joan Jacobs.

Secretary Report: R Solow reported that the Holiday Party will be held on Thursday, December 6th from 5-8 p.m. in the Clubhouse. Hors-d'oeuvres and desserts will be donated by the party goers. Volunteers will help Joan Murphy and Renée Solow organize the party by decorating, setting up and cleaning up. Karen Hanlon once more was responsible for the invitations.

The Book Club November selection chosen by Gloria Colton was Rules of Civility by Amor Towles. A lively discussion took place. Lee Margolin selected the book Buddha in the Attic by Julie Otsuka to be discussed on Tuesday December 18th. All residents are invited to join the group discussion and enjoy lunch with us.

If you need a sympathy card sent out, let Renée know she will gladly send one.

Treasurer Report: E Haynor reported that the homeowner fees were due as of October 15th. Due to a couple of delinquencies, the statement shows us to be slightly under budget. However, as of today all fees have been collected and we are current for the year. Contract Services and Other Expenses are in line for this time of year. 2013 budget, individual expenses are being budgeted close to the 2012 figures with two exceptions. Pool Repairs is being separated for 2013. This is

to cover some needed repairs to plumbing leaks. Pond & Stream is reduced since the upper pond plans were completed this current year. I would like to thank the Budget Committee for their input. The committee consisted of K Wolff, M Bright, R Forest, N Moore and M Torres.

Committee Reports:

Grounds: N Moore reported that we are on track and everything looks good!

Chimney/Roof: R Forest reported that everything is status quo. The bills are paid; we are still waiting for the contractor to give a quote on next year's roof project at 110, 112, 114 & 116.

Pool: R Colton reported that the pool is officially closed with the new cover. New caulking was put in; there wasn't great weather so it took a bit longer. We are disappointed in the way they anchored the cover but we will see how it goes.

Maintenance: R Forest reported for J Murphy, since the last meeting there has been 5 calls and all were resolved for less than \$500.

Old Business: Nothing new.

New Business: Nothing new.

Meeting adjourned.

The Kimry Moor website is www.kimrymoor.com

The next meeting will be **Tuesday, January 29, 2012 at 7:15 p.m. in the Club House.**