

**Lake Country Village Homeowner's Association  
Board Meeting**

**February 21, 2006**

**Location: Susan Thew's Home  
New York Road, Plattsburgh, NY 12903**

**Board Members in Attendance:** Michele Carpentier, Merwin Cowles, Robert Montefusco, Susan Thew

**Board Members Absent:** Kristina Melhorn

**Observers:** Ray Lavoie, Terry McKinney, James Trombley

**OPEN SESSION**

The opening session began at 6:05. S. Thew described how the open session would work. The Board would prefer to have questions sent ahead if possible so that members could be adequately prepared and do the research necessary to answer the questions completely. M. Carpentier mentioned that CSS had added an "Ask the Board" section to the web page and that questions could be completed in that manner. She asked that people identify themselves and state their address before speaking.

**James Trombley – 17 Maryland Road** – Stated that he felt that individually metering the water lines would be much too expensive and suggested that we should simply raise the HOA fees by \$7.00. He asked if we were going to continue the landscaping contract or go out to bid. He inquired as to whether the painting settlement had been reached with the developer. He also stated that Bryan Hartman would like to know where we are on the sign project and would like to see lines painted in parking areas throughout the development where appropriate.

**Ray Lavoie – 79 Maine Road** – Stated that he would like to see no parking signs posted on the long driveways to prevent people from blocking their neighbor's access. He expressed thanks to the Building Committee for having the boxes and locks installed. He asked that when we are posting minutes we post a large print sign that announces the next meeting. He asked if there would be a financial report.

**Terry McKinney – 81 Maine Road** – He questioned why we paid for the poly blades for the plows and we are still plowing with steel blades. He stated that we feel we should go to the metering and keep the dues current until the meter is paid for at the same time paying your own water as soon as you are metered. He mentioned that he had a friend that approached Jim Trombley about the landscape contract he was told that they were not taking bids. He said that the man eventually did submit a bid which beat out Yardworks by \$10,000 and it was not considered. He stated that he felt the project should go out to bid and that the Landscape Committee should reconsider breaking it up into smaller units. He stated that he attended the last meeting and that he felt that more than a third of what was discussed at the meeting was not in the minutes as they were posted in the kiosk. He stated that he felt that there should be nothing omitted from the minutes even in the draft state. He stated that John Wheeler suggested we have a

policing party to clean up the property. He also stated that he would like to have the next Landscaping contract indicate how the contractor will pay for property damage that has been very clearly caused by their actions – for example dents in doorframes and paint off fences.

S. Thew thanked the participants for their comments and adjourned the Open Session at 6:31 pm.

### **BOARD MEETING**

S. Thew called the meeting of the LCVHOA Board to order at 6:31 pm.

#### **Approval of the Agenda**

R. Montefusco moved to approve the agenda. M. Cowles seconded. Motion carried.

#### **Approval of the Minutes**

M. Cowles asked when the managers notified S. Thew that they would not be able to attend this meeting. She replied that she knew several weeks in advance but she chose not to change the meeting date because the last time a meeting was scheduled at a different time it created dissension on the Board. M. Cowles said that he would consider it a courtesy to the Property managers if we could accommodate them when there is a time conflict.

M. Cowles asked where the money was coming from to cover the water overages. Right now it is coming from wherever we can pull it because we must pay the water bill. He also asked about the towing policy but accepted that it would be discussed later. He also asked about the poly blades that were paid for and why they were now rubber. S. Thew replied that the rubber blades were part of the original cost.

S. Thew asked that the minutes reflect absent Board Members not just those in attendance.

M. Cowles moved to accept the minutes as amended. R. Montefusco seconded. Motion carried.

#### **Treasurer's Report**

Treasurer's Reports from both December and January were presented and reviewed. R. Montefusco moved to accept the reports. M. Cowles seconded. Motion carried.

### **OLD BUSINESS**

**Sign Settlement** – The \$8,000 from Brent Tynan (Developer) for the signs has been deposited into the account while we decide how to proceed with the signage. T. McKinney reported that the Building Committee felt that we should either keep the money for other uses or consider the possibility of carved signs. S. Thew asked the Building Committee to come up with a proposal. After discussion it was decided that the signage issue would go back to the Landscape Committee as they had already done a great deal of work on the issue. They will bring back proposals and drawings for both a sign similar to the flagpole area in design and a wooden sign. Included in the report should be a projection of possible maintenance issues and costs. The next meeting of the

Landscape Committee will be in early march and all Board Members are encouraged to attend.

**Property Settlement** – S. Thew reported that we have a property settlement which has been received from the developer. J. Wheeler has met with both the lawyer and the County Real Property office. Although the lawyer recommended selling the property immediately and putting the money in the coffers, the property has been on the market for a while with no takers so an attempt is being made to incorporate the property into the HOA for now with the option to remove it from the HOA and sell it to follow. More detail will be available as the lawyer completes his assessment. R. Montefusco suggested the possibility of putting a “clubhouse” on the property in the future after we are on better footing (e.g. – roofs done, water problem solved, etc.). S. Thew reported that it had once been considered for that purpose. All options will continue as possibilities as we continue the process of incorporating the settlement.

**Water and Sewer Issues** – Discussion ensued with regard to the latest water bills. It was also mentioned that this is the time of year when many people are gone south so this is the lowest time for water usage and we are still significantly over budget. The lawyer said that there was no way to fine or otherwise charge individuals for excessive use and recommended that metering is the only solution. T. McKinney, reporting from the Building Committee, suggested that we continue at the current rate for HOA fees using the money saved each month from water overages to pay off the metering project. R. Montefusco suggested that we simply assess each home a one-time charge and have it over with. The cost for metering will be between \$2,400 and \$2,600 per quad or tri-plex for metering. S. Thew asked the Building Committee to come up with three payment scenarios to be presented at the May meeting.

**By-Laws Revision** – A memo was put forth to all Board Members which outlined the minor changes that are recommended for the By-Laws. It was mentioned that it is mostly taking mention of the developer out of the document and there are no substantive changes required. It will be discussed at the next meeting. It was mentioned that the Policies and Procedures Book needs to be updated with the newer policies passed since the Board of Directors took control from the Developer.

**Posting of Minutes** – It was moved by M. Carpentier that within 48 hours after any meeting of the Board of Directors, the Secretary will send, via e-mail minutes to all Board Members. Board Members will then have 48 hours to respond to said minutes requesting any corrections. Board minutes would be posed in all mailrooms no later than one week following any Board Meetings. R. Montefusco seconded. Motion carried. S. Thew asked that we have both the approved minutes and the draft minutes from the most recent meetings in the mailrooms. M. Cowles moved the suggestion. R. Montefusco seconded. Motion carried. It was also requested that a large sign with the date of the next meeting be posted and the secretary agreed to do so.

**Landscape Contract** – The Landscape Committee has a list of all items that the HOA paid extra for to avoid playing additional charges in the next contract. R. Montefusco stated that he responded in detail to the survey put out to all Board Members from the Landscape Committee and he will forward his responses for all to consider. At the next meeting of the Landscape Committee (Tuesday – March 7<sup>th</sup> – 141 Maryland Road – 6:00 pm) the committee will meet in conjunction with the Board to prepare the contract in preparation of going out to bid with the contract.

Asked about the mailrooms, the Building Committee responded that it is not ready to reply at this time.

**Realtor Letter** – It was questioned as to whether or not we have made contact with realtors to discuss their lack of communication with the HOA. S. Thew will check with the Property managers.

Further, a brief discussion ensued with regard to the possibility of making the HOA a no-rentals zone. This would not impact current owners but would impact people purchasing in the future. No decision was made.

### **NEW BUSINESS**

**HOA Insurance** – S. Thew reported on the insurance plan. It was agreed that we need to look it over carefully and make sure that while it meets our needs we re not unnecessarily carrying insurance. T. McKinney, R. Lavoie and M. Cowles all have contacts outside the area that can review the policy for us and make recommendations. All members will review the policy prior to the next meeting to determine if they have any questions to ask prior to renewal of the contract.

**Parking** – Although it was agreed at the last meeting that letters would be sent out, B. Hartman (Chair, Landscape Committee) decided that talking directly to people would be more effective and did that instead.

Discussion ensued with regard to the towing policy as it makes it difficult to get the plowing done. We will need to ask people to be willing to move their cars around so that the plowing can occur. It was decided that it would be more efficient at this point to wait until next year to write a letter as the winter is nearly over.

**Wind Storm Damage** – M. Carpentier asked that Mike Herring and Terry McKinney from the Building Committee be officially thanked in the minutes as they completed an inspection of the entire development on the Saturday after the windstorm. A report showing the damage incurred was distributed. It is expected that the cost of the storm will run between \$25,000 and \$35,000 when all is completed. (The money to make the repairs will come from the HOA Insurance.) Lake Champlain Roofing is doing all repairs to the roofs, soffit and fascia. Siding will be done alter in the spring as the siding contractors do not start until April.

A discussion ensued with regard to the current contracts with handymen who work in the HOA and how those will be changing. The Building Committee will share samples of those contracts with the Board at the next meeting.



Discussion ensued with regard to whether or not the roofing repairs fell into the category of a capital project which would entitle the Property Manager to 2% of the cost of the project to over see the repairs. There was some confusion as to whether this was required by the insurance company or not. R. Montefusco stated that he would call the insurance company in the morning and report back to the Board Members. As this was a time limited project, he stated that he would call all Board Members in the morning and a vote by phone would take place to be recorded herein the minutes.

***Nominations*** – M. Carpentier stated that we are already behind on putting out a call for nominations to replace the Directors whose terms will expire. Specifically, R. Montefusco and M. Carpentier both are holding terms as appointments to fill the resignation of two elected Directors and both their terms expire May 9, 2006. K. Melhorn's term also expires as she has served her two-year appointment. Additionally, the Board has decided to increase the size to seven members so there will 3 - two year positions open and to keep the rotation of the Board balanced the two new positions will be one year appointments this first year only (as has been past practice of the election process). A sign will be placed in the mailroom asking for volunteers and a mailing in the newsletter will go out first class to all homeowners as is required by the election procedures. S. Thew will contact the Property Manager regarding the distribution of the newsletter.

R. Montefusco moved to adjourn the meeting. M. Cowles seconded.

Next Meeting – March 20, 2006 – 6:00 Open Meeting – 6:30 Board Meeting – Seton Central

Respectfully Submitted,  
Michele Carpentier – Board Secretary