



**10 MAINE ROAD
PLATTSBURGH NY 12903
WWW.LCVILLAGE.ORG**

MINUTES

21 February 2017

Regular meeting at 19 Oak Street, Plattsburgh, NY was called to order at 6:01 P. M. by President Patty Jaehn. Directors present: Donald Cosgro (via conference call), Gerry Eagan, Peter Hayden, Tom Maglienti, Patty Jaehn, and Donald Miller. Absent: Robert Turek. Quorum Present: YES. Also, present, Property Manager, Adam Whitbeck, Bookkeeper Anne Sandford. 8 members in the audience.

- Motion by Peter Hayden, second by Gerry Eagan , to approve the 7 February 2017, minutes passed 5-0

Treasurer Report: Tom Maglienti gave the treasurer's report. Note: Paper copies of report will no longer be available at monthly meetings, as most copies are thrown in the trash. Members may request a copy of the monthly treasurer's report, via email, by emailing a request to the treasurer (tomm@lcvillage.org) , and requesting a copy. This is to save paper and \$\$.

Property Managers Report: see attached.

- A motion by Don Miller, second by Tom Maglienti, to approve work request, for 117 Maine Road, to add insulation to exterior soffit area, to prevent future water pipe freeze ups. Motion approved 5-0

Legal Report: Tom Murnane was not in attendance.

Building Committee:

Landscape Committee:

Utilities Committee: No report, but Tom Maglienti, informed the board that he contacted Aaron Orvis regarding flooding issue at 62 Maryland Road. Aaron said he make sure the area is touched up to promote draining to the catch basins during the restoration in the spring.

Social Committee: No report

Election Committee: Carol Shuttleworth gave update to board on the May 2017 election.

- Motion by Tom Maglienti, second by Peter Hayden, to extend the deadline for candidate application for board of directors, to March 7, 2017, and extend the ballot mail out date to April 7th. Motion was approved 5-0

Communication Committee: Tom Maglienti gave report on proposed newsletter

Property Manager & Bookkeeper Contract Committee: Tom Maglienti gave board an update to the proposed changes in bookkeeper and property manager's specifications the committee has recommended. He recommends the directors meet to discuss the specifications at a date to be decided.

Compliance & Review Committee: Gerry Eagan gave update that he tried to contact Tom Murnane but did not hear back regarding updating by-laws. Tom Maglienti informed board that Tom Murnane is out of town.

OLD BUSINESS:

Dog Park proposal is still in discussion. Location proposals are important, so neighbors can weigh in. Patty mentioned she checked with Farmers Insurance regarding potential liability, and reported there would not be an increase our premium. Decision sometime in April?

NEW BUSINESS:

Tom Maglienti reported to board on advertising in newspapers for property manager and bookkeeper services. Due to high cost, Press Republican will not be utilized, but the weekly Sun newspaper would be the best route to advertise.

Tom Maglienti reported on engineer specification for replacing water lines on Caitlyn and Alana Way, as well as the necessity of hiring an engineer firm, for water line installation. A decision was made to send three letters to AES, RMS, and AEDA engineering firms, requesting cost estimates to draw up specifications for water line replacement.

- A motion was made to send RFP's to AES, RMS, and AEDA engineering firms, requesting bids to draw up specifications for water line replacement. Passed 5-0.

A proposal by Don Cosgro, to sell the old HOA Dell laptop computers that are no longer being used. Tom Maglienti stated he too, has a HOA laptop he does not use. A notice along with description of items for sale will be posted on the website, and possibly the newsletter, advertising to HOA members, the items for sale, and bid specifications.

- A motion by Tom Maglienti, second by Peter Hayden, to sell via auction two laptops to the highest bidder of members. Passed 5-0

Discussion regarding HOA filing liens, a proposed procedure, regarding Article V, section 4, "Effect of nonpayment of Assessment and Remedies of the Association", A consensus of the board was to request an executive session with the HOA attorney regarding this issue, and the two other issues, that need his opinion.

Tom Maglienti discussed with bookkeeper, the dates, for applying a late fee to HOA payments, in regard to the board resolution passed last year. Anne informed the board as to some issues regarding homeowners paying late. A copy of the 12 dates, for application of late fees, was provided to bookkeeper and sent out to the directors.

- Motion to adjourn at 7:29 P. M. was made by Gerry Egan, second by Don Miller, passed by unanimous consent.

Respectfully,



Donald J. Cosgro

Secretary

THE NEXT REGULAR MEETING THE LAKE COUNTRY VILLAGE BOARD OF DIRECTORS WILL BE **TUESDAY, March 7, 2017 AT 6:00 PM – 7:45** AT THE PLATTSBURGH PUBLIC LIBRARY 19 OAK STREET, PLATTSBURGH, NY

* A audio recording of 1 hour 22 minutes and 33 seconds was made of this meeting.

Water Report

This is the February 2017 billing for water & sewer usage for the period 5 January to 3 February 2017, 29 days. The payment that we will have is \$12,037.09 which is \$2,360.27 under budget. We used 926,000 gallons of water.

Property Manager Report

Abbreviated Treasurer's Report January 31, 2017

- Treasurer's Report for January was given by Tom Maglienti. 7 months into the fiscal year we are \$22,402.73 net under budget. (income and expenses)
 - Checking Balance 1/1/17 \$112,448.69
 - December Deposits \$ 63,297.94
 - December Expenses and Transfers \$ 72980.74
 - Checking Balance 1/31/17 \$102,765.89

 - Savings Balance 1/1/17 \$271,860.27
 - December Deposits and Transfers In \$ 1,686.88
 - December Withdrawals and Transfers Out \$ 0.00
 - Savings Balance 1/31/17 \$275,225.52

Members may receive a complete copy of the Treasurer's report by emailing Tom at tomm@lcville.org.

**PROPERTY MANAGEMENT REPORT
LAKE COUNTRY VILLAGE HOA BOARD MEETING
February 21, 2017**

- Rounds were completed
- Work orders YTD total 90 with 3 incomplete
- Complaints YTD are 17, all have been addressed
- YTD 100 Violation Notices were delivered, 90 have been corrected
- Checked on the vacant units @ 6 Iowa & 88 Maine several times to insure heat is still on.
- Spoke with realtor handling the sale of 109 Maine and she confirmed the foreclosure bank was going to maintain the heat.
- Delivered a notice to the homeowner of 11 Caitlin Way stating the board requested one of her three dogs be removed from the property in order to help aide the excessive barking issue. Received notification from the homeowner of 11 Caitlin Way stating the one dog requested to be removed by the board has been removed, furthermore, I spoke with the homeowner at 9 Caitlin Way and she has stated the excessive barking issue has stopped for now.
- Received the new maintenance contract for the Baltimore Pump Station from Roto-Rooter and forwarded to the board for their action.
- After receiving a call from the City of Plattsburgh in regards to a high water reading at 17 Maine Road, I was able to gain access and send a photo of the meter to Tom. The meter was static during my time in the home.
- Received a call from the homeowner of 62 Maryland with worries that her backyard was starting to flood again. Received approval from the board president to have Harts sandbag around the homeowner's air conditioning units on her back patio.
- I have requested the Thomas Construction labor quote for the next five roofs. Still waiting on the quote.
- Received a common area pruning request from the homeowner of 20 Kansas Ave for the couple of trees in front of his home. The request was forwarded to the board.

- Vendor Work:
 - Harts Lawn Care did several plowing & salt/sanding services
- Work Requests:
 - Received a work request from the homeowner of 117 Maine Road requesting to re-insulate under the siding on the lower front of her home, as well as, re-insulate the soffit area above her kitchen window. The building committee was in favor of her request.
- All Welcome Packets have been delivered