



10 MAINE ROAD  
PLATTSBURGH NY 12903

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## **MINUTES**

February 6, 2018

The regular meeting at 206 New York Road, Plattsburgh, NY was called to order at 6:00 pm by President, Peter Hayden. Directors present: Peter Hayden, Tom Maglienti, Linda Turner, Don Miller, Patty Jaehn. Quorum present: yes. Also present, Curtis Latremore, property manager, Anne Sanford, bookkeeper, Tom Murnane, attorney. and 8 homeowners.

Motion by Tom Maglienti and seconded by Don Miller to accept the January 23, 2018 minutes. Passed 4-0.

Treasurers Report: (second monthly meeting)

Property Managers Report: Signed work order for Garrows to install drainage. 97 Maine, water in storage unit, gutters and sidewalk pitch appear to be the problem. 31 Maine, ceiling crack from large Pine tree being felled. Curtis to investigate.

Legal Report: Tom Murnane reported he is working on the foreclosure at 6 Iowa and our other delinquent accounts.

Building Committee: no report

Landscape Committee: Committee is asking homeowners to contact our property manager prior to making any request through the committee. Tom will add the property manager's name to the Landscape and Building committee's email lists and add a note on the website. Also, a reminder will be placed in our next newsletter. Committees are reminded they have the responsibility to respond to emails directed to them.

Utilities Committee: Tom received the preliminary bid packet ( 137 pages) from Jim of AEDA for replacing the water mains on Caitlin and Alana. Tom will be arranging a meeting with the board and James to review the documents.

Election Committee: no report

Communications Committee: Report attached.

### **OLD BUSINESS:**

2 Board Openings: Chris Chandler applied in writing for the position ending June, 2019 and Randy LaMora for the one ending June, 2018. Motion by Tom and seconded by Linda to approve Chris Chandler for the opening ending June 2019. All in agreement. Motion by Tom and

seconded by Linda to approve Randy LaMora for the opening ending June 2018. All in agreement. A big thank you to these homeowners!

Snow Removal: The board discussed the plowing route and when to plow the cul-de-sacs, as they are our responsibility. Motion by Linda and seconded by Don to plow the cul-de-sacs first with Baltimore being first. Passed 6-0. Tom will update the website and send an email to homeowners.

FHA Approval Request: The board had received a request from one homeowner asking us to apply for FHA approval in order that they may apply for a reverse mortgage. After research and discussion it was determined that the expense would be too great plus we would need to apply every 2 years. Motion by Tom and seconded by Linda Request for FHA approval by this board is denied due to estimated cost and lack of demand and benefit to the HOA at this time. Carried 5 to 0 with one abstention (Chris Chandler).

Porch Posts: After discussion on the method of refurbishing this was tabled. Tom to identify funds available in the current FY budget for this work for the next meeting.

Garbage cans: Peter will send a letter to homeowners advising them they need to comply with the regulations or risk being fined.

Landscaping Contract: Curtis and Harts are still in talks regarding details. Curtis is confident an agreement can be reached.

Roof Inspection: Curtis in process of doing inspections of the 3 remaining 2015 roofs.

Placards: After some discussion it was decided to table this item to allow the new board members to come up to speed before voting.

### **NEW BUSINESS:**

Mail Kiosks: Curtis will supply cost estimates received to date for the various options: tabled

Late fees: Board received a request to waive January's late fee, as it was 1 day late and homeowner has not been late in 15 years. Motion Patty and seconded by Linda to waive fee. Passed 6 to 0. Board received a request from homeowner to waive late fee due to illness. Motion by Linda and seconded by Don. Passed 6-0.

Meeting adjourned at 7:30 pm, approved by unanimous consent.

Respectfully



Patricia Jaehn

Patricia Jaehn-Secretary

### **PLEASE NOTE THE CHANGE OF VENUE BELOW!**

The next regular meeting of the Board will be February 20, 2018 at **Plattsburgh Public Library Auditorium, 19 Oak Street Plattsburgh, NY 12901** from 6pm to 7:45pm.

Communications/Utility Committee  
1/6/2018 Meeting Minutes  
22 Iowa St.

Attendees: Patty Jaehn  
Sue Thompson  
Mary Centofanti  
Tom Maglienti

Unavailable: James Armstrong  
Gerry Eagan  
Don Cosgro  
Curtis Latremore

**STATUS UPDATE**  
**2/6/2018**

1. Toilet Rebate Program Roll Out
  - a. Poster in kiosks – Sue to prepare a draft **Completed**
  - b. Post on website – Tom **Completed**
  - c. Email message with link to website – Tom **Completed**
  - d. Copy of program with application hand delivered to remainder **Program doc modified to reflect correct website address**
    - i. Inserted into plastic bag and hung on doorknob – Patty has bags and will arrange for delivery **Completed**
    - ii. Will include an appeal for email address – Patty to prepare **Completed**
    - iii. Modify application to include contact and return info – Tom **Completed**
  - e. Will include blurb in next newsletter – scheduled for late February - Patty
  - f. Will request Curtis make a personal contact with homeowners in quads with the 5 highest average water use - Tom to prepare list. **Completed**
  - g. Will track applications on a spreadsheet – Sue to prepare
    - i. Tom will send latest water use and email spreadsheets to the CC. **Completed**
2. Newsletter
  - a. Next volume will be prepared to mail out by March 1<sup>st</sup> (or sooner)
    - i. Sue will write article on income tax prep at Senior Center
    - ii. Other topics will include the usual plus the toilet rebate program and the election. James' feature article?
3. Website design
  - a. All were asked to look the existing site over with a critical eye and to make suggestions for improvements
    - i. Missing info
    - ii. Too much info
    - iii. Suggestions for additional content
    - iv. Organization of topics
      1. Addition of a menu item for procedures, policies, etc **Completed**
    - v. Ease of navigation (menus, links, etc.)
4. Snow emergency communications
  - a. Critique recently posted map (Documents>Other>Maps – bottom of page - CC
  - b. Place map on new separate page – Tom **Completed**
  - c. Put notice in widget area with link to new page – Tom **Completed**
  - d. Provide access to Curtis to post updates on Hart's plans - Tom
  - e. Send email to notify HO's about this program – Tom, Patty to prepare **Completed**
  - f. Include a notice in the hand delivered TRB (1.d above) – Patty to prepare. **Completed**