



10 MAINE ROAD
PLATTSBURGH NY 12903

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MINUTES

January 23, 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, Don Miller, Patty Jaehn. Absent: Linda Turner. Quorum present: yes. Also present, Curtis Latremore, property manager, Anne Sanford, bookkeeper and 9 homeowners.

Motion by Tom Maglienti and seconded by Don Miller to accept the January 9, 2018 minutes. Passed 3-0.

Treasurers Report: (copy attached) Tom received copies of our review report from Alexander Edwards and was advised they have completed our income tax filing. He will be sending an email next week inviting board and finance members to a preliminary budget meeting.

Property Managers Report: 20 Alana owner located and aware of towed car and unit is now a rental. Tom asked Curtis to notify our lawyer Tom Murnane. Having communications post information concerning Harts schedule and arrival time seems to be helping especially for car removal. Harts did an extra salting last week. 30 Kansas had a roof leak due to an ice dam. Curtis needed to contact Thomas twice before he responded. There was inside damage of about \$200 for which the board will reimburse the homeowner. Tom suggested we look at the warranty from our roofer as ice jams are an ongoing problem and in the future possibly bill Thomas for damages. Last year 38 Kansas, in same building, had a leak. Roto Rooter: Curtis received 2 bills from Roto Rooter, one still pending from 5 Kentucky. Curtis advised them in writing, they need to contact him before proceeding with any work. Reminder, homeowners also need to contact Curtis if problem is outside of unit.

Legal Report: Tom Maglienti spoke with Tom Murnane regarding the emails on the foreclosure of 6 Iowa and he will follow up.

Building Committee: no report

Landscape Committee: no report

Utilities Committee: Tom received an email from Aaron Ovios of RMS regarding the additional catch basin to be installed on Maryland by Garrows advising the cost would be \$795.00. A motion was made by Tom and seconded by Don to hire Garrows to install a catch basin behind 62 Maryland units in the amount of \$795.00. Motion passed 3-0. Curtis to contact Aaron/Garrow to advise motion was passed

Communications Committee: Another request for emails will be prepared by Patty and included in the hand delivered Toilet Rebate packets. Tom has made some changes to website.(updated report attached)

Election Committee: Tom is going to email a flyer notifying homeowners of HOA Board elections and that applications are available online. There are already flyers and applications in the kiosks. Curtis needs key for kiosk bulletin board. Four seats are open and applications will be accepted until March 7.

Old Business:

New Board Members: 2 seats open, 1 seat expires June 2018 and one June 2019. Chris Chandler, 23 Iowa stated he was interested and possibly Randy LaMora. They were asked to send a letter of interest to the board and a decision will be made at the February 6 meeting.

Landscaping Contract: Curtis has been working with Harts regarding Schedule A and B of the Landscaping Contract. They are inquiring about renewal of the Snow Removal Contract as they have 2 offers to bid on other jobs. After much discussion a motion was made by Tom to extend the Snow Removal Contract for 1 year with the agreement Harts accepts the changes in Section B of the Landscaping Contract. Don seconded and the motion was carried 3 to 0.

Roof Inspection 2015: 3 remaining roofs tabled to February 6

Porch posts: tabled to February 6

Placard & light replacement tabled to February 6. Motion tabled was to spend \$125 per unit to remove and replace fixture and remove placards and replace with a plinth. The numbers would be on the side of the garage.

New Business:

Snow Removal: tabled to February 6. (plowing route)

70 Maine-Cedar tree removal: Curtis apologized to homeowners for not having advised them before hand but thought the information had been posted on our website.

81 Maine-trash cans: Peter to write a letter. I found a letter drafted for this purpose but could not find anywhere in the minutes that it was mailed.

Reimbursement: Motion by Tom to reimburse Patty \$8.95 for paper and \$24.61 for ink to print Toilet Rebate flyers. Don seconded. Approved by all.

Toilet Rebate Motion amended: Tom made motion and Don seconded to add “no one in arrears”. Corrected motion now reads, Toilet Rebate Program to offer homeowners, not in arrears, a \$100 for replacing a high flush toilet with a water conserver. Passed 3-0.

Meeting adjourned at 7:38, approved by unanimous consent.

Respectfully

A handwritten signature in blue ink that reads "Patricia Jaehn". The signature is written in a cursive style. Below the signature, the name "Patricia Jaehn" is printed in a smaller, black, sans-serif font. A horizontal line is drawn across the signature and the printed name.

Patricia Jaehn-Secretary

The next regular meeting of the Board will be February 6 at Seton High School, 206 New York Road, Plattsburgh, NY, 12903 from 6pm to 7:45pm.

Audio recording: 1 hour 45 minutes and 47 seconds

Abbreviated Treasurer's Report December 31, 2017

- Treasurer's Report for December was given by Tom Maglienti. This is a summary of the report for the month ending December 31, 2017. We are \$39,162 net under budget fiscal year to date. (income and expenses).
 - GFNB Checking Balance 12/1/17 \$ 83,765.67
 - Deposits and Transfers In \$ 68,006.30
 - Expenses and Transfers Out \$ 71,366.67
 - GFNB Checking Balance 12/31/17 \$ 80,405.30

 - SFCU Checking Balance 12/1/17 \$ 100.00
 - Deposits and Transfers In \$ 0.00
 - Expenses and Transfers Out \$ 0.00
 - SFCU Checking Balance 12/31/17 \$ 100.00

 - Savings Balance 12/1/17 \$382,815.34
 - Deposits and Transfers In \$ 13,920.65
 - Withdrawals and Transfers Out \$ 4,097.70
 - Savings Balance 12/31/17 \$392,638.29

 - Total Cash on Hand 12/31/17 \$473,143.59
 - Total Reserves 12/31/17 \$365,323.29
 - Total Operating Surplus 12/31/17 \$ 68,658.18

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

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
1/23/2018

1. Toilet Rebate Program Roll Out
 - a. Poster in kiosks – Sue to prepare a draft
 - b. Post on website – Tom **Completed**
 - c. Email message with link to website – Tom
 - 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
 - ii. Will include an appeal for email address – Patty to prepare
 - 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 1st (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
 - 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
 - f. Include a notice in the hand delivered TRB (1.d above) – Patty to prepare.

Property Manager's Report

Month of Jan. 2018

Walk Throughs Completed

Date

Date

First 1/4,5

Second 1/12,20

Open Work Requests ("x" if New this Month)

New	Request	Date Rec'd	Description	Status
X	1/10/18	1/10/2018	Gutter Cleaning	Complete
X	1/19/18	1/19/2018	Leaking Roof Gave to Thomas	Thomas responded 1/20/18

Open Contracts

Invoices Passed

Contractor	Description	Status	Date	Amount
Hart	Sanding	Complete	12/29	2592
Hart	Snow Removal	Ongong	12/18	18514.29
PM Leary	29 Maine Rd.	Drain Clogged outside home	1/10	577.8
KAR	44 Maine	Electric Mod. Complete	1/9/18	272.16
KAR	44 Maine	Replace Mod. Per Contract	1/9/18	1296

Complaints

Type	# Month	#YTD	# Addr's'd	# Outstdng
snow remov	3	3		
animals	2		Alana & Maine	

Violations

Type	# Month	#YTD	# Addr's'd	# Outstdng
Maint. Req'd				
Animals				

		Vehicles	2	2	Maryland
		Visual			
		Other			
		Welcome Packet(s) Delivered to >>		53 Maine	
		Units Currently for Sale at:		Units Closed During the month at:	
		5		1	
		Other Issues:			
		Vehicle issues Maryland on vehicle plowing on Common ground looking for person & Car Parked			
		30 Kansas Leaking Roof			
		Baltimore snow removal timing of plowing			
		36 Kansas Water Overage Spoke with 2 residents and entered unit for sale nothing found yet			
		42 Kansas Soffit falling given to Contractor for repair			
		Harts Landscape contract negotiation			
		Insurance question			
		Many conversations with Harts regarding snow plowing stratigy and timing of work			
		Manyhomes with ice dam issues watching and as of now only 1 leak			
		Salt missing from Mail spot at Maine Rd location spoke with Harts was filled again			
		Maryland viewed garage hit by harts during snow removal harts pay for repairs should be done in a few weeks			
		Trees being worked on per contract one complaint about no prior notice good point			
		2 unit owners giving information for contact during the winter as they left for FL			
		Continue to look for areas on snow removal to improve service to owners			
		Several calls during Christmas about sand and salting of drives previously discussed			