

Birchwood Lakes Community Association, Inc.
Regular Board Meeting Minutes
January 8, 2016

Present: Clare Bennett, President; William Wagner, Vice President; James Luttrell, Treasurer; Marcella Livingston, Assistant Treasurer; Vincent Flatt, Secretary; Directors; Dennis McMahon, Mike Moffa, Anthony Palma and Thomas McConnon.

Also present: Carrie Ridner, Community Manager

President Bennett opened the meeting at 7pm with the Pledge of Allegiance.

APPROVAL OF THE MINUTES FROM PRIOR MEETING:

- December 11, 2015 Board Meeting Minutes

Secretary Flatt was recorded as absent. He arrived for the meeting at 7:27 pm.

Motion to approve the December 11, 2015 Regular Session Meeting Minutes with amendment made by Treasurer Luttrell, seconded by Assistant Treasurer Livingston. All in favor. Motion passed.

- Action Without a Meeting – December 29, 2015

This Action Without a Meeting is to approve an offer of settlement, in the amount of \$15,000 to the lender of property at 120 Outer Drive (Nagy) and the adjoining lot on Persimmons and further agree release the property only from the outstanding dues and liens.

Discussion: A property owner, Ms. Delia Nagy is trying to short sale her home on Outer Drive and unimproved lot on Persimmon. Ms. Nagy owns a lot improved home; and 1 unimproved lot and she has NOT paid dues for many years. Currently the balance on both accounts are approximately \$30,000. We have judgments and liens filed for approximately \$19,000.

Lender had originally offered \$3,500 which was immediately rejected; a second offer was \$10,000. We countered with \$15,000; and the company handling the short sale has requested a letter stating our offer (\$15,000) to submit to the Lender. *“Finance Company RequestI will need a payoff letter accepting the \$15,000 on a letterhead to see if we can get an exception on the amount approved for hoa with the lender Please email to me as soon as possible to resubmit.....”Karoline Puma, via Email 12/29/15.*

This is an offer letter to the Lender, if the Lender approves we will get the \$15,000; if the Lender rejects this we are back to square one.

All Directors voted yes.

Motion to approve the Action Without A Meeting dated December 29, 2015 made by Assistant Treasurer Livingston, seconded by Vice President Wagner. All in favor. Motion passed.

TREASURER'S REPORT:

Treasurer Luttrell presented the Bank Balances and the Income and Expenditure Reports.

Write-Offs:

Lot 16, Block 51, Section 7 (write off requested due to deedback) \$489.72

Lot 18, Block 80, Section 10 (write off requested due to foreclosure) \$2,999.85

Lot 18, Block 52, Section 7 (write off requested due to court order by Judge Menditto) \$1,278.81

Total Write Offs \$4,768.38

Motion to approve the above Write-Offs in the amount of \$4,768.38 made by Treasurer Luttrell, seconded by Secretary Flatt. All in favor. Motion passed.

Budget Transfers -

Motion to approve the transfer of \$3,000 from Account # 61100-003 Recreation Salaries to Account 70400-002 Vehicle Maintenance made by Treasurer Luttrell, seconded by Vice President Wagner. All in favor. Motion passed.

Motion to approve the transfer of \$1,500 from Account #61100-003 Recreation Salaries to Account #73200-001 Accounting made by Treasurer Luttrell, seconded by Director Palma. All in favor. Motion passed.

Collections - Treasurer Luttrell updated the Board on the status of Collections.

Bank Balances - Treasurer Luttrell updated the Board on the status of Bank Balances.

MANAGER'S REPORT:

CM Ridner provided the Manager's, Maintenance and Public Safety Reports (copy attached).

CM Ridner reported that Gary Flood has indicated that the lot combination will consist of 50 lots. He is estimating his cost for the Lot Improvement would be \$5,000. Gary is meeting with CM Ridner before Board meeting to confirm the cost. The \$5,000 would come from the Maintenance Facility Reserve line item.

Motion to approve Gary Flood to do the Lot Combination for Tamarack Trail in the amount of \$5,000 coming from the Maintenance Facility Reserve Acct# 80260-008 made by Secretary Flatt, seconded by Treasurer Luttrell. All in favor. Motion passed.

COMMITTEE REPORTS

Recreation - The Breakfast with Santa went very well. The Holiday House decorating contest and Coloring contest went well although there were a lot of houses that decorated but did not enter the contest.

Governing Documents - The committee is making progress with the revisions to By-Laws and they hope to have a draft ready after a couple of more meetings for the attorney to review. The next meeting is scheduled for January 23rd.

President Bennett stated to the committee members that if they have outstanding meeting minutes to please forward them to Sherri.

PAYMENT OF BILLS - None

OTHER UNFINISHED BUSINESS:

Salt Advisory - Brian Oram did quarterly testing last month and field testing. Modifications was done to a homeowners' well in order to start purging. More information will be discussed at the Community Meeting.

Upper Birchwood Lake Dam - President Bennett and Community Manager Ridner met with Chuck Givler to review items from DEP letter. Mr. Givler is going to follow up with DEP on their comments and revisions and get back to us. Mr. Givler will be putting together a cost analysis for the Dam.

Budget Hearing - Meeting is scheduled for Saturday, January 9th to review and discuss the 2016/2017 Budget and the withdrawal from the Reserve Fund.

Community Forum on Financing - Meeting is scheduled for Saturday, January 9th immediately following the Budget Hearing. This meeting is to go over the financing options and assessment for three major projects.

NEW BUSINESS

Tree Removal Request - None

Judges of Elections - President Bennett read the names of the Judges of Elections for the vote count; Mike Bukaj, Pat Collins, Nancy Halliday, Denis Murphy and Carolyn Todino.

Motion to approve the Judges of Election for the vote count as called out by President Bennett made by Assistant Treasurer Livingston, seconded by Vice President Wagner. All in favor. Motion passed.

COMUNICATIONS, WRITTEN & ORAL

A. Petitions - None

B. Hearings - None

C. Properties - None

D. Community Affairs Committee Members/Complaints Resolutions - None

MISCELLANEOUS

Email Correspondence – 12/29 101 Sassafras Lane

Member had questions regarding putting a storage container on property, side it with vinyl siding, etc. Member will be advised to see our Rules & Regulations on storage containers and to contact the Township for their permit requirements. Member will receive correspondence answering his inquiries.

Email Correspondence – 12/30 101 Sassafras Lane

Member discontent with the quality of the roadway that was done and wants to get involved in the voting process. Member commented on paving of driveways. The Community does not pave private driveways. Member will receive correspondence answering his inquiries.

Email Correspondence – 1/04 101 Sassafras Lane

Member wanted to inform the office that he will be replacing siding and sheathing on house and installing new windows. The debris will be small neat piles of waste debris which will be removed at least once or twice a month. Member does not want to get a citation. Member will receive correspondence answering his inquiries.

Deedbacks – CM Ridner stated that a large interest in deedbacks have been coming in. Discussions took place and this will be monitored and will be discussed further.

Motion to adjourn the Regular Board Meeting at 8:20 pm and go into Executive Session made by Vice President Wagner, seconded by Treasurer Luttrell. All in favor. Motion passed.

Respectfully submitted,

Vincent Flatt
Secretary