

# HERITAGE AT BUCKINGHAM AT AVON

c/o REI Property Management

## OPEN BOARD MEETING

June 18,2018

Heritage Clubhouse

### ATTENDEES:

Board: Dana Misorski – President, Mahesh Nimmagadda – Treasurer, Satish Annamaneni - Secretary  
REI: J. Kent Humphrey

Meeting convened at 7:25 pm

### PROOF OF NOTICE:

M. Nimmagadda motioned and seconded by D. Misorski to approve the proof of notice. The motion was voted and approved.

### MINUTES:

D. Misorski motioned and seconded by M. Nimmagadda to approve the March 19, 2018 minutes submitted by REI. The motion was voted and approved.

### REVIEW FINANCIAL REPORT:

J. Kent Humphrey reviewed the May 2018 financials.

<b>Income YTD</b>	\$84,514
<b>Expense YTD</b>	\$\$21,275
<b>Operating Cash</b>	\$27,429
<b>Savings</b>	\$30,955
<b>Reserves</b>	\$371,246

### OLD AND NEW BUSINESS

#### TAX FORMS –

REI provided the tax returns for review. There were no questions or comments.

#### SPRING WALK AROUND –

The following replies were received:

- 7 Goodwin Place – Steps were painted June 9, 2018.  
*Status: No action at this time*
- 6 Wentworth Place – Hired a contractor to maintain the lawn at a well-groomed appearance.  
*Status: No action at this time*
- 5 Wentworth Place – Kept lawn long due to overseeding, currently being maintained at an acceptable height. Curb crack by mail box in need of repair. *REI to advise owner when this will be addressed.*  
*Status: Harwinton Paving to address next time they are in the area*
- 482 New Road – Chicken coop was demolished. Hose, chicken wire and foundation remain from the picture provided. *REI to investigate approval of shed and respond to board.*
- 2 Churchill – Board is not pleased with the results of the lawn maintenance. *REI to have two contractors provide pricing for maintaining landscaping to standards, notify owner of proposals and early July meeting with the board.*  
*Status: Board meet with owner of 2 Churchill in August to discuss.*

# HERITAGE AT BUCKINGHAM AT AVON

c/o REI Property Management

## WEBSITE –

Board reviewed material provided by Ari Mills and Vinny DiCarlo. *REI to arrange a meeting between the Board and providers to discuss their proposal.* The site is to be interactive and forms submitted are to be directed to the approving person.

*Status: Board to determine best date and time at 9/24/18 meeting.*

## STREET SIGN PROJECT –

- The Board unanimously approved to move forward with the street sign project in one phase rather than four. *REI to advise Capital StreetScapes, eliminate “no outlet”, assure signage is reflective, request discount, address timing of the project, possibility of shipping in a “container”, if not arrange for a container to store material, arrange for help (contractor erecting signage) to unload and request assembly instruction. Determine price installing concrete footers using the following vendors; Connecticut Fence, Lafferty, Roberts Property Management - Contractor is responsible for CBYD.*

*Status: Price package sent to board on 9/14/18*

## GOVERNING DOCUMENTS –

- Board reviewed proposal submitted by Attorneys Leonard and Ryan. *REI to contact Greg McCracken to quote updating the governing documents.*

*Status: Prices provided by 3 attorneys board to review documents to be updated and choose an attorney to update the documents.*

## LANDSCAPING –

- Board unanimously approve the proposals submitted by Roberts Property Management to upgrade the cul-de-sacs at Camden, Churchill and Wentworth.
- *Clarification regarding Churchill and the removal of pine trees and the use of “water bags.”*

*Status: Cul-de-sacs completed.*

## BLOCK PARTY -

- Board discussed block party festivities and the past costs, flyers, volunteers, service and dates. Dates are yet to be determined. *REI to propose a flyer for distribution in early July.*

*Status: Block Party flyers distributed*

## ADJOURNMENT:

M. Nimmagadda motioned to adjourn the meeting at 8:18 pm. S. Annamaneni seconded the motion. Motion was passed.

MINUTES PREPARED BY REI PROPERTY MANAGEMENT.