

# HERITAGE AT BUCKINGHAM AT AVON

c/o REI Property Management

## OPEN BOARD MEETING

June 15, 2020

Teleconference

### ATTENDEES:

Board: Dana Misorski – President, Suresh Hanumanta-Secretary

Absent from the meeting: Vijaya Kollu-Treasurer

Other Attendees: 9 Fenwick, 15 Fenwick

REI: J. Kent Humphrey

Meeting convened at 6:38 pm

### PROOF OF NOTICE:

D. Misorski approved the proof of Notice seconded by S. Hanumanta.

### MINUTES:

D. Misorski approved the minutes from the September 16, 2019, meeting seconded by S. Hanumanta.

### REVIEW FINANCIAL REPORT:

J. Kent Humphrey reviewed the May 2020 financials.

<b>Income YTD</b>	\$67,636
<b>Expense YTD</b>	\$77,397
<b>Operating Cash</b>	\$23,241
<b>Reserves</b>	\$474,607

### CORRESPONDENCE

31 ARLINGTON VARIANCE REQUEST – final approval unanimously approved by D. Misorski and S. Hanumanta.

28 FENWICK VARIANCE REQUEST – Tree and stump removal approved by email and recorded this day.

4 CAMDEN VARIANCE REQUEST – Installation of hot tub and landscaping approved by email and recorded this day.

38 BUCKINGHAM VARIANCE REQUEST – requesting color change on new roof approved by email recorded this day.

35 BUCKINGHAM VARIANCE REQUEST – Tree and stump removal approved by email and recorded this day.

60 BUCKINGHAM VIOLATION REPORT – Regarding upkeep of neighbor's yard.

### OLD AND NEW BUSINESS

#### MAILBOX REQUIREMENTS -

Federal mailbox recommendations were reviewed.

Action: Advise owners of the recommendations and their responsibility.

Unite 10 Arlington Drive and 3 Camden Way requested reimbursement for mailboxes allegedly damaged by the snow contractor. Board unanimously agreed, after full review of pictures and documentation no reimbursements for repair/replacement is to be given to these owners by either the Association or the contractor.

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### GOVERNING DOCUMENTS –

- The Board unanimously approved the final draft of the governing documents and requested REI to communicate to the association's attorney. And prepare the necessary documents to present to the members at the annual meeting.

### RESERVE STUDY-

- Board provided a copy of the recent reserve study to review prior to working on the 2021 budget.

### ASPHALT –

- Walking Trail
  - Goodwin to Arlington- one proposal and pictures were reviewed It was suggested to have a second proposal. No action taken until a second bid is reviewed.

### INSURANCE POLICY-

- Board was advised insurance for the community will increase \$700.
- No action was taken.

### COMMUNITY WALK THROUGH

- Letters and spread sheets were reviewed and approved to be distributed to unit owners.
- The board suggested a drive around be made during the first two weeks of August to confirm irregularities were being addressed.
- Mailbox recommendation are to be included with all letters.

### DETENTION POND EROSION

- REI to obtain quotes to clean retention ponds and repair fencing around Buckingham's.

### HIKING TRAIL SIGNAGE-

- Hiking trail signage is missing at Astor Court and Camden Way.

### SPRING WALK THROUGH –

- A fall walkthrough is requested to assure all spring items have been addressed.

### NEW ROAD -

- Board reviewed request by the owner's 482 New Road to install a greenhouse. The request was unanimously denied due to this structure does not fit into the community. Furthermore, the Board is requesting the shed in the front yard be removed as it was not approved, nor does it fit into the community. The Board would consider a request to install a shed behind the house if plans were submitted

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### STREET SIGNAGE –

- Project on hold until Reserve Study is reviewed.

### CLUBHOUSE –

- Board approved to keep clubhouse closed due to health and liability issues related to Covid 19.
- REI in the process of reducing expense related Comcast due to closure of the facility.
- Landscape contractor advised to upgrade landscaping around clubhouse area to become a key focal point in the community. This is to include lawn, edging, weeding, mulching, tree pruning, etc.

### BLOCK PARTY-

- Board unanimously agreed to cancel the communities block party because of the Covid-19 pandemic.

### ADJOURNMENT:

The meeting adjourned at 8:01 PM motioned by D. Misorski and seconded by S. Hanumanta.

MINUTES PREPARED BY REI PROPERTY MANAGEMENT.