



**Board Meeting Minutes**

**7:00 PM 4/9/24**

**Minutes recorded by:  
Ryan Neenan**

**Board Members Present:**

Vice-President – Mary Ann Lewis;  
Secretary – Ryan Neenan;  
Treasurer - Alissa Weiss;  
Sgt Arms - Lou Lombardo;  
Alternate - Bob Geis, Ellen Geis

**Not Present:**

President – Tom Regenski;

**Non Board Present:**

Rebecca Rivera (ARC Committee)  
Kevin Duddy

1. Call to Order: 7:02 PM.
  - a. The meeting was called to order by Lou Lombardo.
2. Approval of Minutes from last Meeting (1/30/24).
  - a. Motion to approve by Weiss, Seconded Lewis. Minutes approved and will be posted on website.
3. The Board moves to acknowledge the resignation of President and Board Member Thomas Reginski. On Friday, March 29<sup>th</sup>. The board thanks Tom for his service as president and is happy that he will remain an active part of the public works committee.
  - a. As a Result of Tom’s resignation, the board moves to appoint alternate Ellen Geis to fill Tom’s position and serve out the remainder of his term as Board Member which lasts until the annual meeting in June 2024. Ellen agrees to serve, and the Board approves in a vote 4 YES to 0 NO.
  - b. The board also approves the appointment of Kevin Duddy as a new alternate to the board.
4. Old Business
  - a. After much discussion and a survey of properties by board members and other volunteers, the board elected in February not to respray for Spongy Moths.
  - b. The Retention Pond Insurance issues seems to be resolved, as Treasurer Weiss has not heard any more updates from our insurance company.
  - c. The Trash Collection issue mentioned at the last meeting has also been resolved. Eastern is now driving in both directions on Blue Heron Way.
  - d. The Board briefly discussed the issue of excessive signage on property. The Board feels, at this time, that any rules made to limit signage would be cumbersome and hard to enforce. The issue is tabled for the future if it becomes a bigger nuisance to the community.
  - e. The ARC Handbook and other documents are still in the process of being updated. Neenan and Rivera will finalize it before the June Annual Meeting.
  - f. Lombardo mentions that he met with former President John Scagliotta about the retention basin on the corner of Blue Heron Way and Decker Creek Road. According to

documents, that retention area is owned by the owner of Lot #58 and is not the responsibility of the BHWPOA.

#### 5. Committee Updates

- a. Finance (Weiss) – Treasurer Weiss reports the balances of all three accounts.
  - i. \$3600 still needed to be collected from late dues. Due date was 3/31, mail will be checked soon.
  - ii. Lien issue is still unresolved. Weiss believes liens were not filed, and the board agrees that it is not worth the time and money to do so. Weiss will follow up with our lawyers to make sure they are not followed.
- b. Public Works (B. Geis) – Presented two recommendations on bids for (1) Road Repair and (2) Gate Installment.
  - i. 5 companies were contacted, 3 responded regarding the road repair list prepared by the Public Works Committee. The PWC recommends accepting the bid from R&R Wilmot at a cost of \$14,475. Weiss suggest we table the vote until after May 31 so it can be included in the new budget and fiscal year starting on June 1<sup>st</sup>. The Board agrees, and a vote to approve will be attempted via email before the annual meeting.
  - ii. A bid for four fences to protect the entrances to the retention ponds around the community was completed last year, and the company, American Fence, will honor that bid for this year. The PWC committee recommends approving the bid for \$3890 which includes installation. Weiss says that \$5000 was in the budget already for this, so the board votes and the bid is awarded to American Fence by a vote of 5 YES to 0 NO.
  - iii. The issue of new roads signs is tabled due to time until a meeting after the Annual Meeting in June.
  - iv. Weiss asks the PWC committee to send an estimated budget to her for the next fiscal year by two weeks before the annual meeting.
- c. Social (Lewis) – Vice President Lewis reports that the Social Committee met the previous night (4/8/24) to discuss yearly plans.
  - i. The committee has decided to hold a pizza social after the annual meeting this year instead of a full picnic. The pizza and non-alcoholic drinks will be provided by the social committee. A flyer has been made and will be posted on the website and included in the annual meeting notification mailing.
  - ii. Lewis also comments that two members have left the committee, and it is looking for new ideas and new members.
- d. ARC (Rivera) – Rivera reports that Lot #14 has reached out regarding an extension on their 1 year Build time. She has instructed them on the steps, and is awaiting application/ reasoning, etc.

#### 6. New Business

- a. Annual Meeting Planning
  - i. The annual meeting is set for Saturday, June 8<sup>th</sup>, 2024 at the same time (11:00 AM) and Location (Forest Volunteer Fire Company) as last year.
  - ii. As reported above, a pizza social will follow the meeting.
  - iii. Neenan will be drafting a letter with these details to be mailed to the Association at some point by early May. This letter will include a request for more involvement in the board and various committees by members of the POA.

- iv. Email reminders of the date will also be periodically sent out.
  - v. As in the past, Coffee will be provided by the association. Kevin Duddy has agreed to be in charge of getting the coffee.
  - vi. Neenan will prepare necessary papers including the agenda, sign in papers, and voting papers for the day of the meeting.
- b. Board Size
- i. A discussion was briefly had about the opportunity to increase the board size to the 7 to help managed the committees and responsibilities in a better way.
  - ii. The board discussed that there must be an odd number, and having at least one alternate is important.
  - iii. Discussion will be included at the annual meeting after interest in board membership is ascertained.
- c. Minutes Approval
- i. E. Geis suggests minutes be approved faster than at the next meeting. When Minutes are now emailed to board members, Neenan will also call for a vote to approve them so they may be posted quicker to the website.
- d. Everclean Lanscapers
- i. B. Geis wishes to renew the current landscaper contract. Weiss requests paperwork from the company, B. Geis will confirm renewal.
- e. Treasurer Redundancy
- i. Treasurer Weiss wishes to train another board member in her Treasurer duties should the point arise when she is no longer on the board. This will be put into plan at the summer reorganization meeting.
- f. Reorganization Meeting
- i. K. Duddy asks if a tentative date can be made before the annual meeting for the reorganization meeting, even though the board may change. The board agrees a tentative date should at least be set to make it easier to happen.
7. Adjournment 08:10 PM
- a. Motioned by Neenan, seconded by Lewis. A future meeting will be scheduled as needed to address the issues put forth in this meeting.

Respectfully Submitted,  
Ryan Neenan  
Secretary