

High Meadow Tax District Board

Meeting Minutes

June 9, 2011

Summary

- Anticipated distribution of the quarterly HM Newsletter by July 1st via email and posted to www.highmeadowhoa.com
- Board voted to accept proposal from Sunset Tree for pruning and tree removal work
- WPCA approved funds to conduct engineering work necessary for sewer project
- Pool open/close schedule established
- Board evaluating changing service provider for rubbish removal (trash and recycling) – cost savings are expected.

Opening

The monthly meeting of the High Meadow Tax District Board was called to order at 7:00 p.m. on June 9, 2011, at the High Meadow clubhouse by Pete Citrone.

Present

Peter Citrone	Tax District Board President
Shawn Barrett	Tax District Board, Treasurer
Kerri Pierz	Tax District Board

A. Quorum Check

- 1) Confirmed: 3 of 5 board members present

B. Review and Approval of Past Meeting Minutes

- 1) Minutes from 4/14/2011 monthly HMTD Board meeting approved
- 2) Minutes from 5/12/2011 annual HMTD meeting approved
- 3) Both have been posted to www.highmeadowhoa.com

C. Newsletter

- 1) Topics and Assignments for July HM Newsletter
 - a. Welcome Newcomers
 - i. **Kathy** to provide list of names and addresses
 - ii. **Kerri** to write
 - b. Do's and Don'ts – Reminder of Community Rules
 - i. **Kathy** to write
 - c. Summary of Private Gardens/Patios (approval, maintenance)
 - i. **Kathy/Pete** to write
 - d. Cable Communications Update
 - i. Charter, DirecTV, AT&T UVerse
 - ii. **Pete** to write
 - e. Committee Updates
 - i. **Kerri** to write from meeting minutes
 - f. Reserve Funding Project Status
 - i. **Kerri** to write with updates from **Kathy**
 - g. All drafts due to Kerri by Monday, 6/20/2011
 - h. Target distribution: Friday, 7/1/2011

D. Committee Reports

- 1) Sewer
 - a. WPCA approved funds to do engineering work; start date unknown
- 2) Landscaping
 - a. Project to re-landscape garden bed around HM sign at main entrance
 - b. Tree work (budgeted \$19,5000 in Year 1 of Reserve Study)
 - i. Sunset Tree can do entire tree pruning and removal for \$7500, plus cost of stump grinding to be done by another company.
 1. **VOTE**: 3-0 in favor of accepting quote from Sunset Tree and beginning work
 - c. Consider whether other engineering studies are needed for project to reinforce foundation of 50-60 LW building, and for grading of septic field into pond

- 3) Recreation
 - a. Pool open/close schedule set for June with Steve Dwyer, Jeff Dunkerton, and Kerri Pierz opening and closing, and Shawn Barrett and Pete Citrone as back-ups. **Kerri** to send out July schedule by June 19th.
 - b. At next monthly meeting discuss suggestions of committee including plan for basketball court resurfacing vs installation of custom hoop at end of tennis court.
- 4) Finance
 - a. Tracking columns to be added to Reserve spreadsheet to include budget and actual spend per project on annual basis. (**Mike**)
 - b. Greenfield has sent mailing to all owners regarding new monthly taxes and special assessment to fund Reserves
- 5) Land Development
 - a. Additional work on hold until sewer project goes through

E. New Business

- 1) Person identified on property collecting recyclable bottles from recycle bins – he was told this is private property and asked to leave. No further problems reported.
- 2) Possible septic run-off onto our property – further investigation underway
- 3) Board to follow-up on status of audit (**Kathy**)
- 4) Rubbish removal
 - a. All American Waste prices increasing; currently \$1475.00/mo
 - b. Lopresti has offered us \$1180.00/mo
 - i. Will they accept additional recycling that doesn't fit in bin?
 - ii. What are the rules for separating and bundling recyclables?
 - c. Board in favor of switching to Lopresti if above questions are addressed
 - i. Savings: \$3540/yr
- 5) Security Cameras at pool –
 - a. Remove fake cameras, or replace them with real ones
 - b. **Kerri** to get estimates from All-Ways Secure (father's company)
- 6) Service Request Tracking
 - a. Request Greenfield to provide tracking sheet for all requests including date of request, next step and timeline for completion (**Kathy**)

F. Property Manager's Report

- 1) Property Manager's report provided by Kathy, reviewed in her absence

D. Adjournment

The meeting was adjourned at 8:05 p.m. The next meeting of the High Meadow Tax District Board will be held on Thursday, July 14, 2011 at 7:00pm in the High Meadow Club House.

Minutes submitted by: Kerri Pierz

Minutes approved by: