

High Meadow Tax District Board

Meeting Minutes August 11, 2011

Summary

- Pre-Meeting Discussions
 - Next steps identified regarding opportunities for development of open land on HM property
 - Initial meeting with Guy Holick from All-Ways Secure to explore options for security cameras in pool area
- Kathy Craig from Greenfield not present, therefore no Property Manager's Report available; Board will follow-up with Greenfield for critical updates
- LoPresti has taken-over rubbish removal services
- Planning underway for Fall 2011 Newsletter – planned for distribution by October 1st

Opening

The monthly meeting of the High Meadow Tax District Board was called to order at 7:22 p.m. on August 11, 2011, at the High Meadow clubhouse by Pete Citrone.

Present

Peter Citrone	Tax District Board, President
Tulio Lopez	Tax District Board, Vice President
Shawn Barrett	Tax District Board, Treasurer
Kerri Pierz	Tax District Board, Director
Mike LoFrumento	Tax District Board, Clerk
Guy Holick	All-Ways Secure, LLC
Steve Stuart	High Meadow Owner, Land Development Committee

Presentations to HMTD Board

Presentations started at 6:30 p.m. before Monthly HMTD Meeting, which was called to order at 7:22 p.m.

A. Land Development Committee (Steve Stuart)

- 1) Consult real estate/land developer to obtain estimates of property values
 - a) Bob Huttemann (Silvermine) – **Steve/Pete to consult**
 - b) Robert Morey (Remax Real Estate) – **Kerri to consult to request referral**
- 2) Consider routing of sewer line
 - a) Need report on soil testing to identify wetlands
 - i) Final report to be submitted to WPCA within a few weeks
- 3) Need to determine if certain open space needs to be maintained
 - a) Development rights surrendered for certain areas?
 - b) Need legal input
- 4) **Tulio and Pete to identify critical path for this project**

B. Security Cameras in Pool Area: All-Ways Secure

- 1) Guy Holick from All-Ways Secure in attendance
- 2) Options
 - a) Buy or lease equipment (sample quotes provided as examples)
 - b) Remote view of video recording or live feed
 - i) Need modem to provide remote access
 - ii) Determine cost for providing internet access to clubhouse
 - (1) If mount camera(s) on pool pump house, then phone line available, which may facilitate hook-up
- 3) 2 Options to Consider
 - a) 2 dome cameras + digital recorder = ~\$3400
 - b) Self-contained camera = ~\$3125
- 4) Reduction in insurance rates are likely
- 5) **Next Meeting: cost/benefit analysis needed, what are our needs, what is our budget**

7:22pm Monthly Tax District Meeting called to order

A. Quorum Check

- 1) Confirmed: 4 of 5 board members present

B. Review and Approval of Past Meeting Minutes

- 1) Minutes from 7/21/2011 monthly HMTD Board meeting accepted as amended

C. Property Manager's Report

- 1) Kathy not in attendance; no report available to review
- 2) **Pete to contact Kathy or Bob to see if report is available**
- 3) **Pete to discuss with Bob need for back-up for Kathy**
 - a) **Report needed for meeting**
 - b) **Checks needed to be signed**
- 4) Communication can be improved – e.g., poor communication regarding the change of rubbish removal company. Board can manage sending out memos to residents if Greenfield cannot
- 5) Board concerned over bounced checks – need to be discussed with Greenfield
 - a) Add overdraft protection to account? **Shawn to discuss with Greenfield and/or handle directly with bank**
- 6) **Pete will find out what firm conducted audit – Mike will contact the firm to request copy of report**

D. Newsletter

- 1) **Next Meeting: Discuss content and timelines**
- 2) **Kerri to assemble list of articles before next meeting**
 - a) One suggestion:
 - i) Safety reminders: chimney cleaning, dryer vent cleaning, inspection of circuit breakers
- 3) Future Dates
 - a) September 30th
 - b) January 1st

E. Committee Reports

- 1) Sewer
 - a. WPCA continues to meet monthly
 - b. Soil testing to determine wetlands has been done – report expected within a few weeks
 - c. **Determine what money we contributed at the time of development and its value now – identify legal contact who can investigate this matter**
- 2) Landscaping
 - a. No update
- 3) Recreation
 - a. Jeff Dunkerton to provide budget estimates for basketball hoop – **Kerri to provide info to Board before next meeting to discuss over email**
- 4) Finance
 - a. No update
- 5) Land Development
 - a. *See notes above from presentation by Steve Stuart*

D. New Business

- 1) Fire in garage at 3 Pond View associated with paint rags, lot of damage resulted
- 2) Fire Marshall recommend do not keep propane tanks inside unit or garage

E. Adjournment

The meeting was adjourned at 8:26 p.m. The next meeting of the High Meadow Tax District Board will be held on Thursday, September 8, 2011 at 7:00pm in the High Meadow Club House.

Minutes submitted by: Kerri Pierz

Minutes approved by: