



Vista Point Owner's Association  
Board of Directors Meeting Minutes  
176 Rachel Lane  
June 2 – 12:00 pm

- ❖ Call meeting to order: The meeting was called to order at: 12:12 pm. The following members were in attendance: Mike Connelly, Rob Weeks, Ken Sauerberg & Renate Fleisch, Karen Adams was not in attendance. Shari Evans was also in attendance. Jennifer McAtamney the association administrator was also in attendance to take notes.
- ❖ Approval of Minutes:
  - 2/18/2014: A motion was made to approve the minutes  
M/S/P: Mike/Ken 4-0
- ❖ Report of Officers: Mike noted that he only has what has been communicated via google groups regarding 147 Rachel Lane & 39 Rachel Lane
- ❖ Report of Committees:
  - Landscape Committee: None
  - Finance:
    - ◆ Review and accept actual to budget for 2014. This was reviewed and approved unanimously.
    - ◆ With the recent payment from back dues the board could fund the 2013 reserve contribution that was unfunded due to revenues not received. The transfer would be \$1,000 which had originally been budgeted and would make that fund whole since this is the first year in recent history we have not funded that account per our budget expectation.
      - Mike moved to transfer to \$1000 to make our common area reserves whole.
        - M/S/P: Mike/Rob - Approved unanimously.
- ❖ Unfinished Business:
  - ◆ Records & Rules – Our policies need updating.
    - According to the list the following policies need updating
      - Collection policy – add 6 month payment plan, add denial of services for plowing, trash, shoveling & irrigation.
      - Update records policy in our responsible governance – do not disclose names & google groups used for communications
      - Create policy for noxious weeds to enable HOA to enter property within 1 week to treat. The first notice should go certified to make sure it is received.
      - Create policy for 48 hour ability to tow improper or vehicles in violation from private property.
      - Ensure rules and regs are included in short and long term rental contracts.
      - Clarify permission to have trailers or sport stuff out over short period and how this would work.
      - Make sure rules are in compliance with our governing docs.
        - Action Item: Jennifer will work with Mark Richmond to get these drafted for the board's review
    - ◆ Architectural Review Board Committee & ARC Docs – We need a committee to take this on to finalize this document before spring.
      - Ken will take this on with Jennifer - anyone else want to join the fun? Ken & Jen will work on this and send it out in July for review by the Board.
  - Association Hot Issues:



- Approval for a course of action for 147 Rachel Lane situation as proposed by Danny Teodoru. This was approved via google group. We are awaiting follow up action by Danny.
- Summer work project – Select a date
  - ◆ Since we will not be able to see what has happened with the test plots first thing in the spring we would like to look at weeding pulling and general maintenance of all common area and open space as our summer work project. We would look at this for in the beginning of August as it is the ideal time to do this. If those strips bloom and show results the plan would be to look at other HOA owned parcels for action working our way through the neighborhood until all are complete over the next few years. We are looking at Saturday August 2<sup>nd</sup>, from 9 – 1 then BBQ to follow. In addition to the weeding Renate would like to add the entrance area around the sign to the list of jobs for that day and for all future dates
- Maintenance walk through – June 10 at 9:00 am at Jen’s house. Please join us.
- Snow Removal – consider a multi year contract with this years contractor. Jennifer will send this proposal out via google group for the Board’s consideration.

➤ Policy Decisions: None

❖ Public Comment Session: None

❖ Final Board Comments:

- What about 34 Rachel Lane – The house is still owed by Ms Feldman, the safe alert people are still checking on it, it was winterized this winter and the water has also been shut off. At this point we need to stay in contact with the town on this.
  - Should we turn on the irrigation? Yes have the drip irrigation turned on and make sure it is not watering weeds (E.g. have the maxi sprayers plugged). We will also engage Pete Drummond to do spot treatments on the weeds through the season and charge the HOA. While the Board would like to be able to do more due to the extenuating circumstances surrounding the financial situation of the house with multiple liens and judgments we are not in a position to exercise our right to redeem our liens.
- From Ken - Neihart’s 9 Rachel Lane hot tub is making lots of noise. – Jen will let them know.
- From Ken - Ask Dave to check irrigation to the shrubs. – Have Dave contact Ken for the timers. He will need some help getting them out.
- Renate – Was this meeting info sent out. – yes and the info was also posted on website.

Adjourned at 1:22 pm.



Vista Point Owner's Association  
Board of Directors Meeting Agenda  
February 18 – 10:00 am

- ❖ *Call meeting to order: The meeting was called to order at 10:15 am. The following members were in attendance: Karen Adams, Ken Sauerberg, Jeffrey Bergeron and Mike Connelly arrived at 10:20.*
  - ❖ *Approval of Minutes:*
    - *12/19/2013*
      - *M/S/P: Mike/Ken – 4-0*
  - ❖ *Report of Officers: None*
  - ❖ *Report of Committees:*
    - *Landscape Committee: None*
    - *Finance:*
      - ◆ *Review and accept actual to budget for 2013:*
      - ◆ *M/S/P: Karen/Mike – 4-0*

*For delinquent neighbors, send a letter offering amnesty if you sign up for ACH and pay in full we will in turn waive late fees and interest.*  
*Talk to Mark about cutting off plowing & shoveling.*
- ❖ *Unfinished Business:*
  - ◆ *Records & Rules – Jennifer will share the document of all the rules that need updating.*
    - *According to the list the following policies need updating*
      - *Collection policy – add 6 month payment plan, add denial of services for plowing, trash, shoveling & irrigation*
      - *Update records policy in our responsible governance – do not disclose names & google groups used for communications*
      - *Create policy for noxious weeds to enable HOA to enter property within 1 week to treat*
      - *Create policy for 48 hour ability to tow improper or vehicles in violation from private property*
      - *Clarify permission to have trailers or sport stuff out over short period.*
    - ◆ *Architectural Review Board Committee & ARC Docs – We need a committee to take this on to finalize this document before spring.*
      - *Ken will take this on with Jennifer*
- *Association Hot Issues:*
  - *Renate's questions & proposal for 2014 –Jennifer will include this as an option in our spring bid. So we can present it as an option as part of our landscaping routine this summer.*
  - *Proposal from the Andersons to update the master plan – Jennifer & Susan met with Julia in planning. They are reviewing the request to see if they can downgrade to a class B for a large savings in the fee. – Peter Grosshuesch is reviewing the request.*
  - *Snow removal 2013-2014 – how's it going??*
    - ◆ *Karen is having issues with the shoveling because they are not shoveling the width of the walkway on the porch.*
    - ◆ *Ken said he it has been fine, he is doing a lot of work by hand to buff his driveway.*
    - ◆ *Do we need removals – let's hold for now and just work as the season progresses.*



- ◆ *Is it possible to get an extra removal for individual homeowners. – yes homeowners can contact them for extra work to be done.*
- *Spring work project – What is next??*
  - ◆ *Since we will not be able to see what has happened with the test plots first thing in the spring we would like to look at weeding pulling and general maintenance of all common area and open space. We would look at this for in the beginning of August as it is the ideal time to do this. As those strips bloom and show results we will want to do the next section by Jeffrey's part. As question was asked about what parcels the HOA owns. The parcels we own are along Reiling off of Rachel & Sheppard Circle and a portion of the triangle behind Barson's house but have not determined what to complete. We will not need to water those areas unless we see a dry, dry summer. Ken will let us know if things need supplemental water.*
  - *New dogs, loose dogs, pooping dogs...*
    - ◆ *Lots of new dogs down at this portion of the neighborhood.*
    - ◆ *Send out a friendly reminder to not let dogs out by themselves. And be sure to pick up after them. Give welcome packets to the new dogs.*
- *Board of Directors Issues & Topics*
  - *Budget for 2014 – Please review the attached draft of our budget. This will increase dues for 2014 to \$115/\$185/\$60. Due to increased costs for snow removal, plus additional snow removal and pet services we just can not support our old dues structure. These overruns and the delinquent dues of two home owners also impacted our financials and as a result we ran a deficit in 2013 as was indicated in the 2013 financials. Once ratified Jennifer will send out to the neighborhood.*
    - *Ratified the annual operating & reserve budget*
      - ◆ *Mike/Jeffrey – 4-0*
- *Policy Decisions: None*
- ❖ *Public Comment Session: None*
- ❖ *Final Board Comments: None*
- ❖ *Meeting Adjournment: Adjourned at 12:02 pm.*