



Vista Point Owner's Association
Board of Directors Meeting Agenda
176 Rachel Lane
September 24, 2014

- ❖ Call meeting to order: The meeting was called to order at 11:14 Renate and Mike were in attendance. Karen Adams will be joining us shortly via phone.
- ❖ Approval of Minutes from 6/2/2014:
 - M/S/P: Mike/Renate – 3-0
- ❖ Report of Officers: Everything was resolved peacefully with 147 Rachel Lane. They have since moved.
 - Jennifer will be leaving HOA management in June of 2015 due to licensing requirements. This will need to be a continued and unfinished business item so we can vet options for going forward with this as it is expected to have address the budgeting for this item in 2015 as a HOA manager is going to be more expensive for comparable services.
- ❖ Report of Committees:
 - Landscape Committee: None
 - Finance:
 - ◆ Review and accept actual to budget statement attached to the agenda for Jan – Aug 2014.
 - M/S/P: Mike/Renate 3-0
- ❖ 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.
 - Based on other legal expense incurred this year we have opted to postpone this formal update in order to incorporate any additional changes made at the legislature during the next session.
 - ◆ Architectural Review Board Committee & ARC Docs – We need a committee to take this on to finalize this document before spring.
 - We sent this out but did not do any work on it. This and an accompanying maintenance standard would be a good document to get complete and adopt.
 - Ken & Renate are willing to look at this. We would really need this to occur before Jennifer transitions out of her current position.
 - Association Hot Issues:
 - ◆ Summer work project 2015–We definitely want to have one. Tim & Diane are still up for hosting it during our last t. The entrance is looking good but needs some pruning and tlc.



Other project can be suggested. The results of the improvements were mixed. We had few flowers bloom and some perennials coming up so some people are disappointed in the results. The trees and bushes and grasses are also fuller than they have been in years past.

- ◆ Snow Removal –We recently approved a three year proposal from JC’s Bobcat Services. We will look forward to working with him over the next three years and seeing those costs stabilized for the next few years.
 - ◆ Meeting Dates for Q4, Q1 2015, Q2 2015 and AGM. We will look at March again for the AGM. We will need to do this via email. Jen will send something out to organize this.
 - ◆ 34 Sheppard Circle – Update: To date the home is still under the original ownership. After our last meeting we did investigate turning on her irrigation but the town was not willing to turn on the water unless they had written permission and someone was in the house to be able to inspect for any possible water damage as a result. Next summer the Alford’s will want to paint the shared garage. - Since there is no guiding rules to this the board will not be getting involve. In this situation owners will need to make their own decisions on whether to paint the entire building or not.
 - Duplex Painting. Please see Jason Hart’s request.
 - ◆ Mike’s observation is that since neighbors do not need permission to repaint their home the same color we do not have a role here. Neighbors should be able to paint their home at will unless they are changing colors which requires a DRC approval which we have clear governance over in our documents.
 - Because repainting your house the same color does not require HOA permission it would be a mistake to get involved between home owners to determine when a home gets painted. Instead we will
 - In the event neighbors paint separately the board would offer the following suggestions to make this work:
 - Make sure there is a smooth transition between units painting the entire wall that may cross property lines. This is to ensure a smooth and continuous surface.
 - Coordinate using the same brand to avoid difficulties in sheen or finish.
 - Appoint a replacement for Rob Weeks Board of Directors Seat. It is a townhome seat and we are required to have a representative from the Town home units on our Board.
 - ◆ Andria Barberi our new neighbor has offered to serve in that role. She lives at 157 Rachel Lane and is qualified for the position.
 - M/S/P: Mike/Karen 3-0
- Mike moves to appoint Andria to the vacated seat due to Rob’s moving.
Mike/Karen 3-0

- ❖ Policy Decisions: None
- ❖ Public Comment Session: None
- ❖ Final Board Comments: Adjourn at 12:19 pm.



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 2nd, 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.

