

Sonesta Walk Homeowner Association Inc.

MINUTES of THE REGULAR MEETING of THE BOARD of DIRECTORS

May 18, 2016

7pm at the Pool Pavilion

APPROVED

1. **Call meeting to order:** 7:00 pm by the President
2. **Roll call:**
 - Richard Denza, (President) - present
 - Patti Wielgus (Vice President) - present
 - Keith Paradis (Treasurer) - present
 - Scott Remson (Secretary) - present
 - Stan Pietrowski (Director)- absent
3. **Approve Minutes of March 16, 2016 and May 4, 2016-** Keith Paradis motioned to approve the minutes dated March 16 and May 4, 2016, Patti Wielgus seconded the motion that carried unanimous.
4. **Reports of Officers, Committees, or Agents**
 - **Officers-** None
 - **Manager** – Scott Armison with SCPM delivered the following:
 - a. Financial balances as of 5/18/16, operating account - \$91,541.70, reserves - \$130,024.69, and receivable - \$36,455.75 for a total asset of \$270,814.31.
 - b. Annual Meeting – Next week the 1st notice for the 2016 Annual meeting to be held in July will be sent out. Richard asked Scott to explain this in detail. Scott reviewed what will be in the mailing and the deadline to respond if you intend to serve on the Board. Also the 2nd mailing details that will follow in mid-June.
 - **Committees**
 - **Architectural Review Committee-** None
 - **Social Committee-** None
 - **Infraction Hearing Committee-** None
 - **Communication Committee-** None
5. **Old Business**
 - **Key Card System (plus Audit)** – Management reported the system has been

reviewed and reported the system is a very good system with options for additional gates, more than Sonesta walk would ever need. The system allows for remote access. If any downfall the system is not user friendly for mass entries. It is designed for one entry at a time making it slow to make modifications. Scott Remson inquired about a key audit. After discussion from all in attendance Richard motioned to start with a letter to all owners to send in proof of residency and a copy of the number off the key card within 30 days of receipt of the letter otherwise the card(s) will be deactivated. The cards that the number is not legible will be replaced. Away owners will be advised to contact the management office upon return to the community. Patti Wielgus seconded and the motion carried unanimously. This letter will be sent with the 1st annual meeting notice.

6. New Business

- **Cameras** – Tabled. Scott Remson motioned to involve the contracts committee and get 1-2 additional bids. This was not seconded. After additional conversations Scott Remson motioned to table this until 1-2 additional bids are obtained. Keith Paradis seconded and the motion carried unanimously.
- **Pool Wristbands** – It was discussed over time the use of wristbands was not enforced and reported management stopped disbursing them. Wristbands need to be in use and enforced by resident owners at the pool. It was discussed to change the color and redistribute new ones. This will be discussed at the next Board meetings for the best plan of action.
- **Wetlands** –
 - i. **Permit** – When recently reviewing the wetland area SJRWM reported the wetland permit was never passed from them to the HOA back at turnover. Richard Denza had the HOA attorney review and reported this is just a missed formality; the area belongs to the HOA and is ours to care for. The permit transfer will be executed.
 - ii. **Survey** – A few of the wetland markers had been removed or damaged when clearing. The SJRWM officer is requiring they be replaced via a survey of just the area cut. Management has reached out to two companies and is awaiting a response. It was indicated by one surveyor the cost may be around \$300.00. SJRWM desires this to be done ASAP; Patti Wielgus motioned to approve the work up to \$500.00. Scott Remson seconded and the motion carried unanimously. Management will send the proposal out via email once received.
- **Parking Lot Resurfacing** – Management presented a proposal for \$1054.00 from Pam's Parking Marking used many times in the past and in recent months for parking lot resurfacing. They continue to win bids and the work

is quality with a fair price. After a brief discussion Keith Paradis motioned to accept the proposal as presented. Patti Wielgus seconded and the motion carried unanimously.

7. **Adjournment** – 8:06 pm, Richard Denza motioned to adjourn, Patti Wielgus seconded and all agreed and the meeting ended.