



Central Square Villas Condominium Association

Board Meeting Minutes

October 23, 2024 @ CSV Clubhouse

Meeting called to order @ 6:05 pm

Roll Call:

Present – Julia Sullivan, President; Joseph Diliberto, Vice President; Felicia Lehman, Treasurer; Barb Hall, Member at Large; Brandon Pawlic, R*D Property Management

Absent – Sue LePage

OPEN SESSION - COMMUNITY QUESTION & ANSWER

There were 6-8 community residents present at this meeting. They did not have questions and were generally interested in an update of current happenings. Julia & Felicia gave a brief recap of current accomplishments made throughout the community and addressed some community concerns

New stop signs and speed limit signs installed throughout the community

Speed bump was removed for winter season. If posted speed limits are being followed, then we may not need to reinstall the speed bump. Board will reevaluate the need to reinstall in spring/Summer.

Brocton is the next street scheduled for routine maintenance starting this Spring – Driveway and roadway sealing, trim panting and house number to be relocated centered above the garage doors.

All birch trees in the front of the units have been trimmed back to facilitate street, driveway and roof access.

Owners present stated they were happy with Pro Cuts for our current season landscaping/grass cutting and wondered if they will be retained for next year. We have a two-year contract with Pro Cuts and they will be servicing our community next season. Around November 4, they will begin end of season front shrub & bushes. Anyone who does not want Pro Cuts to trim their front beds must contact R&D to be put on a Do Not Trim list.

Winter is fast approaching and Stonish will be plowing our community this season. Owners and residents are reminded that they are not to harass any vendors about their services. If you have concerns, notify Brandon at R&D Property Management and they will handle the issue. Winter parking regulations go into effect starting November 15, 2024. See the CSV website for details.

Residents stated concerns about drivers cutting the corners around the mailbox area and damaging the grass areas – especially from Brocton onto Hanover. Without proof of who is doing the damage, the Board can only issue general reminder to CSV owners to be more diligent about not driving on the grass areas. Also, a general warning was given that vehicles entering the community on Hanover from Pleasant View have the right of way when making a left-hand turn onto Brocton.

Preparation for the 2025 Budget and 2025 HOA fees is underway and should be finalized this month. Owners will be informed of the 2025 Monthly HOA fee in early December 2024.

Open Session adjourned @6:30pm

EXECUTIVE BOARD MEETING

Meeting called to order @ 6:35pm

Minutes of the previous board meeting held on 7/23/2024 were read and accepted by Joe Diliberto and seconded by Julia Sullivan.

Financial Report was given by Felicia Lehman.

As of September 30, 2024, our Cash balance is \$716,661 with \$676,954 in Reserve Funds. Our Reserve Investment account is invested in short term CD's and has earned approximately \$17,000 in interest this year.

Accounts receivable total \$347 and Prepaid HOA fees total \$10,547

Accounts Payable total \$848

Income Statement reports an unadjusted General Operating Income of \$8,772 and we expect to report a net income by the end of the year.

New Business:

Rotational General Maintenance - Brandon confirmed that Brocton was the next street on rotation for general maintenance projects – driveway & roadway sealing, trim painting & relocation of unit house numbers. Trim painting for Brocton is estimated to be \$11,300 and there is sufficient reserve funds to cover this expense.

Weed & Feed - The Board has decided to use Turf Tenders for our 2025 weed & feed program. The 2025 contract includes 3 weed & feed applications and 1 grub control application at an estimated cost of \$9,000.

Snow Removal - This is the last year on our snowplowing contract with Stonish Landscaping and BACK Landscaping from snow shoveling. Due to lack of personnel last season, we had to hire BACK to remove the snow from the front porches, walkways and in front of the garages. This was a significant expense. The Board is also looking into hiring BMS Landscaping for our snow removal needs starting with the 2025-2026 season. This is the same contractor used by the patio homes. They have the ability to use snowblowers to meet most of our snow removal needs. This should reduce our current shoveling costs. Snow removal will occur after 2-inch snowfall.

Roof Replacements - The ongoing Roof Replacement program is continuing for 2025. New replacement roofs are planned for 2 – 8 Hanover and 37 – 47 Hanover. Work is scheduled to start this Spring.

Gutter Cleaning - The Board has decided that going forward gutter cleaning will be done on an “as needed basis” and they will look into budgeting costs on a rotational basis starting in 2025 with Brocton. Joe Diliberto suggested that we have gutters inspected prior to cleaning to determine needed services and possibly save costs.

Pool Committee:

Jerry Isydorzak reported that the pool was closed as scheduled. S&S Pools noted that we may need to replace the pool cover in the next year or so.

A suggestion was made to move the closing date back to the week end after Labor Day. We will coordinate the 2025 opening & closing dates with S & S Pools.

There is a small group of pool users who have organized an exercise group. A request was made to set a specific time to allow interested pool users to hold exercise sessions. This could entail restricted lanes for lap swimmers and areas for exercise use. The Board is looking into this possibility.

Budget:

With an unadjusted Net Operating Income projected for 2024 and a small Operating Proofing from 2023, it was suggested that the 2025 monthly HOA Fee remain the same as 2024 - \$302. The excess fees collected (+/- \$10k) should be used to offset any 2025 expenses. The 2025 budget is being updated for some expenses and any increase in the 2025 monthly fee will be made shortly. The Board approved to keep the 2025 HOA fee to \$302/month.

Rules & Regulations:

It was suggested that the verbiage on our Signs & Flag Rules and Regulations was vague and needed to be expanded. The Board is in the process of updating these rules. While final wording is being drafted, it was determined that except for a For Sale or Open House sign, no signs of **any** nature were allowed in the CSV community and No Political flags depicting or endorsing any political candidate or political policy, no social cause or fundraising event were allowed in the CSV community. Finalized Rules & Regulations concerning this matter will be made public in the near future.

Next Board Meeting to be held in the Spring (March/April)– date to be determined.

Meeting Adjourned @ 8:15pm