

# FARMINGTON CHASE ASSOCIATION

May 26, 2009  7:00 pm

## Board of Directors Meeting Agenda

Farmington Chase Clubhouse

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- I. Call to Order  
The meeting was called to order at 7:10 pm
  - II. Roll Call  
Present: Karen Gantt, John Machowski, Mary Jane Parlow, Paul Mancarella, Charlie O'Mara, and Luz Wheeler. Bill Nardi of Imagineers was also present.  
Absent: Ross Gottlieb, Charlene Langston, and Kristin Violette
  - III. Approval of the Minutes from the April 28, 2009 Meeting  
Motioned and seconded: John Machowski / Charlie O'Mara. Unanimously approved.
  - IV. Smith Barney - overview of Farmington Chase account  
Denise Yuu, of Smith Barney, presented a thorough review of the financial statement – and presented a preliminary investment proposal. She explained some ideas about how to handle the association's Money Market account that would generate more profit. Denise will work directly with Luz Wheeler as the Treasurer and contact person for Farmington Chase Smith Barney matters. Denise will also advise the Board members and the Property Manager know when a CD is coming to term.
  - V. Audience to Visitors
    - #24-Joanne Spence voiced concerns about painting project. The President responded to the concerns and explained the painting project is scheduled to go forward as planned.
    - #117-Cheryl Jankura voiced concern about the need for “doggie bag stations” with the hopes that the residents with dogs will become more sensitive about picking up after dogs. She mentioned that there are more homeowners with dogs. The topic was tabled at this time.
  - VI. Status of Outstanding Issues (see Attachment 1 - Action Items / Unfinished Business addendum)
  - VII. President's Report – review of the opening of the pool for the 2009 season, and the addition of sod in a few areas of the pool lounging area.
  - VIII. Vice Presidents Report – No report.
  - IX. Committee Reports
    - Architectural Control Committee
      - i. **# 133 Gravity Pipe/Sump Pump** - Email correspondence ongoing. Homeowner to get info from contractor, insurance concerns under discussion. Decision pending further information.
      - ii. **# 99 Front Door** - Imagineers was to send a letter gently reminding the new owner that installations must match the accepted proposal. Pending discussion by the Board members the decision was to allow door as is.
      - iii. **# 7 Front Door** - Imagineers asked to contact homeowner and approve the burgundy paint but also include that door was not approved prior to installation. Homeowner plans to paint door burgundy.
      - iv. **# 10A Shed** – No further communication has been received from owner.
      - v. **# 24 Gas Line** - Request to install a gas line to the exterior of home for a gas grill. ACC received letter from her and gas company--no diagrams. ACC inquired about a shut-off valve. Decision pending further information.
      - vi. **# 22 Satellite Dish** - ACC received photos and a letter which completes the original proposal. Approved as is.

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- vii. **# 36 Furnace & AC replacement** - Request to replace furnace and central AC unit. Diagrams provided – new type of refrigerant and rear yard location of AC unit requires an exterior pipe for unit. Request approved. **It was noted that all non-conforming AC/Furnace requests are to be considered on an individual basis.**
  - viii. **#47** – Request to install patio (post delivery of materials) approved.
  - ix. **#89** – Request for heating system. Approved.
  - x. **#43** – new owner contacted Charlene (via newsletter email contact info) asking for guidelines for re-installing iron gates. Kristin welcomed the new owner to the community and directed them to the website ACC Guidelines. No formal request has been received by the ACC to date.
- Audit Committee – No report.
  - Farmington Chase Newsletter – No report.
  - Landscaping Committee – the committee purchased the rest of the Preen and fertilizer for the year. Luz Wheeler commended the good work done around the gardens by Cheryl Jankura, Nanci Tetro and Joyce Mancarella.
  - Maintenance Committee
    - i. Underground Wiring for tennis court lights – the board members in attendance declined to move forward on the repairs at this time.
    - ii. Termite Extermination - 2009. The first inspection was scheduled for a 2-day period starting May 26. Braman is working with FC to provide quarterly 2010 invoicing for Termite Extermination rather than a hefty one-time payment yearly.
    - iii. Carpenter Ant Extermination - 2009. The first took place on Monday, May 18. The community was noticed by community mail box postings, posting at dumpster and community email from Imagineers. Trees overhanging roof tops is contributing to the problem of carpenter ants in the community.
    - iv. Walk-Around Inspections - 2009. Cluster 1 inspections completed. Cluster 2 inspections completed. Cluster 3 inspections completed.
    - v. CL&P Poles - ACTION from April 28 BOD Meeting: BILL NARD TASKED TO HAVE T.J. SLOWKOWSKI to take an inventory of light poles damaged by snow plows.

**From:** Bill Nardi [mailto:BNardi@imagineersllc.com] / **Sent:** Tuesday, May 12, 2009 4:13 PM TJ - We need to meet on these please when time allows. Bill
    - i. New Look Painting Company. Start date: Tuesday, May 26 (see Attachment 2)
    - ii. Potentially critical tree pruning. Bill Nardi to bring arborist on the property to assess specific trees of concern. Small trees being handled by Ray on an as-needed basis.
    - iii. Zinc Strips - recommendation to install on Club House and Cabana to deal with the mold issue on the roof of both buildings, and to see if this solution will work in selected trouble spots of the community. Motion to approve and seconded: Mary Jane Parlow / John Machowski. **ACTION – Next step: Imagineers to handle**

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iv. Maintain and upkeep existing amenities

- Pool and pool patio area made ready for Pool Opening date of May 22.
  - Line painting in parking lots to take place this summer (by Ray Howland).
  - Picnic tables, park bench received fresh coat of paint.
  - Cold patching of main road to continue to take care of several small pot holes before they get larger (Ray Howland task).
  - Sign Poles - Charlene working with Ray, who is taking care of straightening and refreshing sign poles in community for better aesthetics. Will be looking into replacing “tired” signs as needed.
- Neighborhood Watch Committee – have been in contact with police about neighborhood issues.
  - Social Committee - possible social event under consideration for mid to late summer.
  - Sunroom Sub-Committee – Committee report included in Board of Directors packet. Committee making progress on developing standards for recommendation.
  - Website Committee – No report.
  - Welcome Committee – Welcome extended to #43. Welcome Committee needs email address of #55 unit owner to welcome tenant.

X. New Business

- Financial Report – No report.
- Other Matters –
  - i. The President again explained the painting project is scheduled to go forward as planned.
  - ii. Ray Currier, former Farmington Chase Superintendent of 14 years recently passed away last week. A \$25.00 donation will be given by the Association to the Visiting Nurses Association on behalf of Ray Currier.

XI. Adjournment

The meeting adjourned at 9:15 pm

Meeting minutes compiled from notes taken by M.J. Parlow and L. Wheeler

Respectfully submitted, Charlene Langston, Secretary

**FARMINGTON CHASE ASSOCIATION**

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**Action Items May 26, 2009**

<b>Task</b>	<b>Action for</b>	<b>Date Due</b>	<b>Follow Up</b>	<b>Category</b>
Provide report to show money collected from violations / identify where the money is being put in the FC Financial Report	Bill Nardi		cancel this item - refer to 038	Report
Provide report to show money collected by Maintenance Charge Backs / identify where the money is being put in the FC Financial Report	Bill Nardi		8/26/08 - Imagineers to provide ONE TIME REPORT REQUESTED	Report
Bill Nardi/Imagineers to provide Vehicle Lists to NW Captain, MJ Parlow	Bill Nardi	1/30/2009		Report
Clerk of the Works to oversee the contract adherence of the painting.	B. Langston/J. Machowski		John Machowski and Bob Langston volunteer to serve as Clerk of the Work for the community-wide painting project.	Vendor Monitoring
Seek bids for road repair (bid breakdown by 1) main road and 2) cluster by cluster	Bill Nardi	7/19/2009	Have all bids ready to review by June 2009 meeting to question, vote on, and incorporate into 2010 budget as needed	Bids