RRHOA BOARD MEETING MINUTES
January 8, 2012/3
5:00 p.m. in the Riparian Lecture Hall

BOARD MEMBERS PRESENT: J. Thomas, L. McLaughlin, H. Maslich, W. Fischer, J. Galvin, J.Manetta of Crofton, our Property Manager. Also present from Crofton, B. Perdue, President

COMMUNITY MEMBERS PRESENT: The Alconeros, The Braimans, J. Hanan, L. Quinn, S. Rausch, B. Schmitt and F. Weinstein

CALL TO ORDER: The meeting was called to order at 5:00 p.m.

INTRODUCTION OF PROPERTY MANAGER: JIM MANETTA From now on, call him with problems, not J. Thomas. His email is jim@croftoninc.com or you can ask for Jim's assistant, Sandy Lisk, email sandy@croftoninc.com. The Office Manager is Kris Fulmer. She can be reached at info@croftoninc.com. Barb Perdue, Crofton President, was also introduced. Call the office phone to leave message for anyone, 248-3840.

COTTAGE COMMUNITY MEMBER COMMENTS:

S.Braiman reported that she sent an email request to Crofton for banking information and got a prompt reply.

F.Weinstein asked what types of things would be included in Crofton Home Services. The flyer which accompanied the HOA fee cards describes their interior Home Service Program, but call for anything; snow removal, electrical, plumbing. They have qualified people on staff who are insured and bonded. There is a charge, $41 per hour. The Maintenance Matrix in your Handbook outlines which responsibilities belong to the HOA and which to the homeowner. We want to build our relationship with Crofton but if you have a qualified and insured contractor you prefer to use, there is no requirement you call Crofton for home services.

J.Hanan asked for clarification of the HOA fee. The 2013 amount is $319.64 which will hold until Time Warner raises their rates. If anyone has not yet received their pink HOA fee card, they should notify J. Manetta.

If you have signed up for automatic withdrawal of the HOA fee. It will happen. Crofton will not be sending a confirmation.

APPROVAL OF MINUTES: The November meeting minutes were approved.

OLD BUSINESS:

Declaration Status. Two declarations were passed at the Annual Meeting in September. P. Tobin has been asked to handle the filing. L.McLaughlin hopes to hear from him by next week. If not, she will contact Paula Lapin, Living Communities lawyer, to get things going.

October Masonry Bill. Is in progress. J. Thomas has the original list of repairs requested. He will send a copy to H.Maslich.

Time Warner Contract Status. A marked-up copy of the contract has been sent to Time Warner. The length of the advance notice period required for cancellation of the community contract is the hold up. J. Thomas is waiting for a response from Time Warner.

Waste Management Contract. J. Manetta gave us a copy of the new three-year contract. He will clarify what will happen to the rate as more units are added. The new rate is $486.05 per month, the former rate was $540.05. He mentioned that people should call the Crofton office if their pick-up is missed or for replacement totes.

Budget Status. The Kenrick/Crofton information transition is going smoothly.

RG&E taxes. We need someone authorized to notify RG&E and tell them we are misclassified. Our street lights should be classified as tax exempt. L. McLaughlin will contact RG&E and find out how we can get someone authorized. There is a question as to whether there are six or seven meters involved. We need to walk around and count them.

Note: Currently, we call Northeastern Electric when the streetlights need attention. Their charge is $71 for the first hour. J.Manetta will look into having Crofton electricians do the work.

2012 Board Accomplishments. A review of these was done at the Annual Meeting. The only significant addition since then is the selection and transition to our new management company.

Schedule for Next Meetings. L. McLaughlin has made out a schedule (copy attached). The Board will meet every other month on the second Tuesday. Our next Board meeting will be March 12. Our next town meeting will be March 26. There will be a June Town Meeting, then the Annual Meeting in September. The last Town meeting will be October 22. Town meetings will start at 5:30, Board meetings at 5:00. Meetings will be held in the Riparian Lecture Hall if available, in an OSHER classroom if not. W. Fischer will reserve the Lecture Hall.

WORKING GROUP REPORTS:

Generator Working Group: B. Schmitt team leader, K.Petras and L. Rausch team members

A detailed report was handed out. It is available to anyone on request. The group limited their investigation to portable and stationary generators. They focused on cost, installation requirements, ease of use, operational safety and impact on neighbors.

In summary, portable generators are of two types: independent and integrated. Both types are fuel operated. The independent powers each appliance through plug-in cords; and the integrated is wired into the house electrical system. The number of appliances supported is dependent largely upon wattage of the generator, which varies. Small to midsize portables costs run approximately $400 to $1200 plus labor and materials. They would not support a whole house. Portables cannot stay outside when not in use. They are manually operated, and require frequent refueling. There are storage issues with gasoline, tripping issues with cords, etc. They are noisy and may have carbon monoxide issues depending on where they are located.

Stationary generators require permits, inspections and a variance. They are permanently installed outside. Costs vary depending on size of unit and installation materials needed. The unit recommended by Isaac Heating and Cooling would be $6,300 plus labor and materials. A unit large enough to operate a whole cottage with all circuits would be around $10,000. Their noise level is compared to an air conditioner. The units run a self check for 5-8 minutes every week. There could be aesthetic issues and location issues in relationship to air conditioners and fireplaces. They also require annual maintenance.

H. Maslich moved we not approve portable generators. W. Fischer seconded. Motion approved. H.Maslich moved we look at individual requests in special situations e.g.; medical needs. J.Galvin seconded. The motion was approved.

Emergency Preparedness Working Group: S.Rausch team leader, F.Weinstein, B.Alconero, N.Weinstein, S.Braiman team members B. McVay, F Radcliffe

The plan is very close to final form and publication. The team did extensive research with Red Cross, Town of Henrietta, RIT, Offices of Public and Mental Health, web searches, reference books, etc. The plan has comprehensive coverage of such topics as a quick guide; information on staying at home, sheltering in place or evacuating; how to cope in various types of disasters; how to prepare a survival kit, gather first aid supplies, medical and financial essential papers; pets; useful websites; a list of urgent care facilities and much more. They have divided the campus into zones with emergency leaders and will be looking for volunteer back-up co-leaders. The board will get advance copies of the plan for review. There will be a roll-out campaign with an

introductory meeting. Co-leader training will be available and information on an intense emergency preparedness course will be sent out to all who are interested.

Lois Goodman won the logo contest - "Steady and Ready" and received a prize of an emergency radio/flashlight.

Recreation/Entertainment Working Group: J.Galvin team leader, G.Phelps, C.Maslich, S.Rausch team members

The group asks people to join or send in suggestions and ideas. They feel that the most efficient way of functioning is to be a subcommittee of Hospitality/Communications committee. We will try the plan for a year with quarterly reports to the Board. J. Galvin will report to the community at the the next Town Meeting.

Their goal is to hold monthly events such as pizza and games, book club and continue with bocce, ping pong, etc. They will be looking for champions of various events from the community.

The group will publish a monthly newsletter and a calendar including descriptions of events. The newsletter will include information about new people, events and any newsworthy happenings. The plan is to coordinate activities with the Riparian. Alison Sasiadek will be invited to represent them. The newsletter will be added to the Rivers Run page on the Crofton web site and electronic and hard copies distributed. The group will send out frequent emails and flyers to reinforce the events.

The Board thanks all the working groups who put so much effort into their projects.

NEW BUSINESS:

Dog Park. The history is that previous plans for a dog park were rejected for insurance reasons. H. Maslich will talk to our insurer to clarify the insurance issues. The Board has concerns about the location, cost, maintenance and administration of a dog park. J.Hanan has talked to the County Dog Park Coordinator's office. They recommended a local apartment complex which has a dog park whom she could contact. J. Hanan will follow through and report back.

Dryer Vent Cleaning process. J. Manetta will investigate to see whether Crofton can supply a program similar to the one we had with Kenrick.

Rent/Lease policy. L.McLaughlin will review the subject again at the March meeting to see the level of support. Crofton has had experience with banks denying mortgages to projects with too many rentals. If residents have any comments regarding the rental

policy which they would like to share prior to the March meeting, please feel free to send them to L. McLaughlin.

2013 Action Log. We still need to add our President to the RIT Security Contact List. J. Thomas will follow up on this.

Repair Log. Crofton does keep a work order history. The complete list will be available to the Board or individuals can see it at the Crofton office. We can publish a summary of work which has been requested, is underway, and has been completed if people would like.

Maintenance Reserve Study. There is a lot involved in the preparation of a projection of future maintenance costs. It possibly will be done by the Fall.

MEETING ADJOURNED: 7:00 p.m.