

RRHOA Board Meeting

May 9, 2017

Greenwood Cove Lecture Room

Call to Order: 5:30 p.m.

Board Members Present: H. Maslich, L. McLaughlin, J. Galvin, W. Fischer

Board Members Absent: C. Kastner, J. Manetta

Community Members Present: D. Barsel, B. Brendt, C. Galvin, K. Hayes, A. Kamm, K. Petras, L. & S. Quinn, L. & S. Rausch, A. Sasiadek, C. Schmalzbauer, W. & M. Schmitt, J. Thomas

Guest Speakers:

Christopher Krawiec, Project Manager with DGA Builders LLC

Walt Summers, Senior Superintendent with DGA Builders LLC

The next phase of the Greenwood Cove project is going to be the addition of a 60-unit building which attaches to the existing building. At the request of the HOA, the HOA has been listed as an additional insured during the course of the construction project. DGA will schedule an additional survey of the roadway (possibly Friday) to insure that there is a record of the existing condition of the road. Should there be any additional damage caused by construction, those would be known and the road will be brought back to the condition equal to or better than it was at the start of the project.

The goal will be to make the new construction look exactly like it belonged here and was built during the initial building. The same siding materials will be used and the same siding contractor who is familiar with all the details. The goal is to make that building blend seamlessly into the existing project as if DGA was never here.

The area has already been fenced off. There will be temporary gates placed on the road at the property line levels for use only when access is absolutely needed to be prevented or controlled. There will be times, like when cranes are set up to swing trusses onto the roof, that we cannot allow pedestrian or vehicle traffic through the area. The road will be open as often as possible, be kept clean, and pedestrian or vehicle traffic not be impeded. It will only be shut off when it's absolutely, positively necessary for safety's sake.

There was a question brought up at the initial meeting about the new parking space configuration. The property line bisects the parking spaces and seven are on HOA property. DGA is in position to eliminate those spaces if the HOA does not want them included. They are currently in the project but if the HOA wants them out for any reason, they can be taken out.

The building will be three stories, 20 units per floor. all one-bedroom units, with two stairwells, no elevator. That building is Phase I of the project. Phase II is interior renovation, inside the existing building. All the old dining area will be gutted and

renovated and there will be eleven new apartments constructed within the inside of the building. DGA will work around Osher, RIT schedules. That portion will run concurrently with the outside construction but DGA will work around the time dates with the other users of the building. Walt will be on site working with Morgan Management to be sure that there is nothing going on that would prevent DGA from doing some part of the project. They will try to keep the noise down to as little as possible. Except when they have to jack hammer the floors to get new plumbing and electric underground. There will be annoyances and they apologize. They still have a job to do and have to get it done. They will not work on crazy, odd hours.

There was a question from the audience if there would be informational meetings for the people living in the building. The response was that it is a new request but they would be willing to do it, but the request has not been made by building management. The first part of the renovation (the kitchen/dining area) won't affect the residents except for noise. The second part, the second floor and entry area will need more coordination. There will be notices in advance telling residents such things as when the water will be off between what hours, or the sewers unavailable while tie-ins are being done.

Questions:

- *Upstairs will not be started until the downstairs is completed?* There is no date for that at this time. They are still working on the schedule.
- L. Quinn. *Are you planning on doing anything to the weight room across the hall?* The fitness center will go downstairs as part of Phase I (to Cafe area)
- K. Hayes. *Have you consulted Osher about the parking?* We are aware of the parking problem. We cannot say that we can solve it. It will be more difficult during the course of construction. On the site plan, there are some areas of parking lot that will be expanded. We are adding 50 parking spots along the road (38 on the south side and 12 on the north) and adding 11 spots in the upper lot behind Osher. We also plan to have some of our commercial traffic put up in RIT lot at the Racquet Club. At the start of construction, the number of people we have here will be limited. When we get to interior finishes and exterior dry-in, will be when we will have mass amounts of people here. There will be multiple cars per trade here but they will have to treat it as a taxi service. We want to get the new parking in place right away. The spaces will be permanent.
- A. Sasiadek - *Has anyone addressed getting out of Fairwood Drive onto River Road?* That's a Town issue. They're putting a stoplight at the Lodge entrance. DGA is setting up their office in the existing garages so there won't be trailers on site. They don't want it to look like a bomb went off every day. The soil will be dug and trucked out. There may be a stone pile here and there because of day-to-day needs, but it will be brought in Monday morning and disappear by Wednesday. They will not stockpile lumber. They will work with vendors to stage deliveries, basically a two- or three-day supply. As it is depleted, it will be refreshed. Will coordinate truss delivery and the cranes.
- K. Petras. *On the drawing, the two concentric curves, I'm assuming those are the parking spaces?* The existing parking spaces will be turned so they will be facing the

building. The additional 20 across the road will parallel the road. They will stop before the gate.

- K. Petras. *Where will the mail boxes be?* They will not be moved. DGA will control construction traffic so it is in one direction only. There will be a sign directing construction delivery. When deliveries come in, they will come to the office, sign in and read the site specific rules and regulations. They have to understand that the residents come first. Safety is the number one policy. We will do our best to keep things flowing.
- H. Maslich *In terms of timeline, is it fair to say you will get the outside work done by late fall?* Our goal is to have this building up and enclosed before the winter hits. We will be outside working throughout the winter but it will be siding work. We haven't talked about *hours of operation*. We typically don't fire up any equipment before 7 in the morning and we will try to be out of here by 5:00 p.m., occasional Saturdays if needed. We will not be here on Sundays. Typical hours will be from 7 to 3:30, but no later than 5:00.
- W. Schmitt. *Will the parking area on the north side of the loop require filling in some of the marsh?* We have to box out the stone and the asphalt but won't get into the marsh.

L.McLaughlin - Morgan has asked that if you (community members) have an issue or problem, please address it to Chris Gondol - Property Manager, or Dennis Prigel - Sr. Regional Property Manager so that we're not disturbing the guys while they're working.

- S. Quinn. *Once you break ground, the weather goes well, you get all your deliveries, what is your projection for completion?* On paper we have a 16-month duration. We know the sensitivity so we endeavor to get in, do what we need to do, and get out as quickly as possible with the minimum disruption. There will be disruption but when we leave we want to leave it as good or better than what we found.

One of our company mottos is "If you don't work safely, you don't work here". We will be vigilant. If you want us to come back for updates, we will be happy to do that. The next contract, probably by the end of the week, will be the foundations and underground plumbing and electric

APPROVAL OF MEETING NOTES

L.McLaughlin moved minutes of March 14, 2017, meeting be approved. J.Galvin seconded. The motion was passed.

COMMITTEE REPORTS

Buildings and Grounds - L.McLaughlin for C.Kastner

L.McLaughlin and H.Maslich will stake out the northern border where the grass is pushing in. This will tell the grounds crews where to mow.

The road crack sealing in the southwest area has been completed. The rest will be finished Wednesday.

The Ash trees in the woods are the responsibility of RR Holding. D.Christa has had Create-A-Scape cut 20 plus trees. They only cut trees that could harm a unit or electric line. There are still some dead trees. The work is completed.

The first cutting by Broccolo of the retention pond banks will be done 5/11/17. RR Holding will be billed directly by Broccolo.

The landscaping forms for 2017 have been handed over to G.Romig prior to lawn mowing. If you have issues, contact Crofton.

The majority of homes fared well in the storm, a few shingles, some loose siding and a patio light. The damage has been taken care of. RR Holding has been trying to find someone to take care of the tree behind 1603 which broke during the windstorm. Create-A-Scape indicated they are interested in cutting the tree and will be contacting RR Holding about doing the job. The Gazebo by the boathouse repair is estimated to cost roughly \$800. The land and trees belong to RIT. Since it was caused by their tree, RIT has been contacted to see if they would pay on their insurance. It was decided that we will go ahead with repairs then get reimbursed.

The design of the two triangles along the path has been agreed to, passed around and approved. Dennis at Morgan is waiting for the rain to stop to start digging. He will let us know of any of the viable plants which are not used and could be available to us.

After talking to landscapers, it was decided to hold off on root crown excavation on all the trees. We have Gary Raffel - Genesee Tree Service consultant coming out to look at our trees and give us an understanding of what is needed. It will be two to four weeks before he can come.

Finance Report - J. Galvin

At the end of April 2017 the HOA had cash balances of \$51,031 in the operating account, and \$105,481 in the Reserve account that consisted of \$101,801 in the Maintenance reserves and \$3,680 in the homeowner funded landscape reserve. The reserve account balances are on target with our established funding schedule to cover long-term expenses. The operating cash remains high but we continue to expect using a significant amount of these funds to cover projects we deferred from 2016 until spring/summer 2017.

The budget through 4 months ending April 2017 shows operations on budget with the following exceptions:

- Summer account has received the \$1620 refund for pond maintenance paid by the Sponsor and a bill for \$648 to fund the tree condition study and \$846 for our first installment for the tree removal contract.

- Legal fees are currently over our annual budget by \$1,900 because bills from year-end 2016 were not processed until February 2017 and we hired a new Attorney.
- Snow account is under budget by \$7,540 based primarily on better management of the salting process. We expect to see an additional \$10,000 to \$12,000 for November and December plowing contract billings. This would produce an approximate \$10,000 surplus for this year in this account.
- We expect the budget to have some variances throughout the year based on our decision to postpone expenses we budgeted in 2016 until 2017 and the necessity to spend additional money to bring on a new attorney. We should begin to see these variances accelerate in the next few months as the work is completed.

Budget expenses for the first 4 months of 2017 were estimated at \$65,534 and actual expenditures totaled \$63,064.

Hospitality - W. Fischer

Unit 702 has been sold and closing is expected on the 12th although the for sale sign is still in the window.

We have ordered new Rivers Run tote bags for our welcome gift.

We are waiting for floor plans from the architect for the new marketing web site. We have a lot of wonderful pictures on it that were taken by community members. The domain name of RiversRunCottages.com has been secured for us. Sara Katerlie of Christa Construction has done an outstanding job of taking our input and developing the site.

Policy - L. McLaughlin

There is an issue about responsibility for filing Amendments 12 & 13. Our attorney is trying to find out why RR Holding has not filed them.

We received a variance from 1501 to extend patio using modular blocks. They are not permanent. The variance can be extended to a new owner. L. McLaughlin moved for approval. The variance was **approved**, 4 yes, 1 absent.

Social - J. Galvin

Social is back in action. We had a fun Mexican train dominoes party last week with 18 people attending. We will maintain a full schedule of brunches and dinner out. Keep looking at the Cottage Connection bulletin. There will be an annual welcome to the good months at Karen's house. Bocci is being moved due to construction.

OLD BUSINESS

- A homeowner has asked to aerate their lawn and if they need a variance. We have asked Crofton if the whole community needs aeration. H.Maslich will talk to the homeowner.
- We have three RFPs for **removal of the 13 dead trees**. Broccolo quoted both removal and replacement. The total is \$6,000. We have asked for breakdown. Finger Lakes quoted just cutting at \$1,050 plus tax and G. J Romig removal quote was \$4,200. The owner of one home doesn't need a replacement tree. H. Maslich moved **we go with Finger Lakes**, J. Galvin seconded. The motion was **passed**. 4 yes, FingerLakes, 1 Absent
- Landscaping plans for sites 2 & 3 were sent to four bidders. We received two no bids, one from Broccolo and one from Pittsford Tree and Landscaping. Broccolo estimate was \$2,400, Pittsford Landscaping \$2,500 for design and build. L.McLaughlin will send to B&G to review, recommend and get back by next Tuesday (May 16th) since time is so short.

COMMUNITY MEMBER COMMENTS

L.Rausch - One tree behind our house was not done, is it on the list of 13 to be done? Broccolo has postponed work another week.

W. Schmitt - A small poplar next to the underground transformer box by 1602 & 1603 needs to come down. L. McLaughlin will advise Finger Lakes.

K. Hayes - Is anybody going to look into the French drain running from 404 and my house? It becomes a brook in the rain. H.Maslich said the drains have been checked and were found to be working, but he will verify that.

S.Quinn - Was there an email or communication of our options from the new lawyer that we missed? No, everything we have has been communicated. As we have said, we are not taking action until it proves necessary and our options were outlined by our previous lawyer.

The new cottage building permits are in the hands of the Town. Approval has not yet been issued. The Christa site manager has been on site. They are ready to begin building as soon as the permits are approved.

H. Maslich moved we **adjourn**, J. Galvin seconded, the **meeting was adjourned**.

Next Meeting: July 11, 2017