

**BRISTOL HARBOUR VILLAGE ASSOCIATION  
BOARD OF DIRECTORS MEETING  
MAY 26, 2011**

**Board Members Present:** Candace Ryan, Jim Mroczek, Melanie Eisenberg, Ellen Monagan, Bob Pierce, Kathy Wydra, Bruce Hunt, Mark Moretti, and Dick Scott via teleconferencing

**Board Members Excused:** Ellen Monagan

**Kenrick Corporation:** Dick Aikens and Michelle Alvaro

**Others Present:** Mattie Bicknell, Alan Braun, Kristie Braun, Bernie Caprini, Gail Hewson, Dave Hewson, Barbara Welch-Town of South Bristol, Ralph Endres, Carol Endres, Larry Hubler, John Constance, Joe Charlton, Muriel Coleman, Pat Johnson, Dick Johnson, Kathy Scott and Greg Mulhern

**Call to Order:** Candace Ryan called the meeting to order at 7:00 pm.

**Opening Remarks:** There were not any opening remarks at this time.

**Privilege of the Floor:**

1. Alan Braun provided information for Regional Computer Recycling and Recovery located in Victor that can be utilized by residents for recycling of old electronics and such. An article will be placed in the Villager.
2. Kristie Braun provided an update on the Garage Sale. \$38.00 was received from the proceeds.
3. Dick Aikens read an e-mail from Fred Sarkis that he requested be read during privilege of the floor (See attached). Candace responded by stating that after Mr. Sarkis's request in March to the Board, a FOIL (Freedom of Information Law) request was made to the Town of South Bristol and that she had spoken with both Herman Arndt and Judy Hanley in the Town office and was informed that there were not any other written reports to what we have received. There are some attachments to the information that was shared with the community which were described as attachments A through G. Candace is going to schedule an appointment to meet with Herman Arndt and obtain a copy of attachments A through G and to ask him the questions that Mr. Sarkis has posed to the Board.

**Approval of April 28, 2011 Board Meeting Minutes:**

*A motion was made by Bob Pierce and seconded by Kathy Wydra to approve the April 28, 2011 Board Meeting minutes. Motion approved.*

**Reports:**

A. Bristol Harbour Resorts/Steering Committee-Presented by: Mark Moretti-Verbal report given.

1. There was a great deal of discussion regarding the drainage issue on Lakewood Trail and how to proceed to address the issue. It was determined that Larson Engineers who initially worked on the project could be utilized to review the current drainage situation and possibly develop a preliminary plan to determine if a more comprehensive study needs to be completed. Candace Ryan stated that there are other drainage issues in the community that are occurring and that we have received correspondence from Gail and Dave Hewson in regards to a drainage issue affecting their property. While this review is being completed, possibly have a thorough review of the community as we go forward that would address all drainage issues. A small subcommittee will be formed that will work together on addressing the drainage issue on Lakewood Trail.
2. Mark stated that a grievance was filed in regards to the taxes being assessed on the Community Center. The three Condominium Associations also filed tax grievances. He will be communicating with the Board as to the recommended next steps to be taken in regards to the tax assessment on the Community Center.

*A motion was made by Mark Moretti and seconded by Jim Mrozcek to approve the hiring of Larson Engineers to complete an initial review of the drainage issue on Lakewood Trail not to exceed an expenditure of \$500.00. Motion approved.*

*A motion was made by Mark Moretti and seconded by Melanie Eisenberg to approve the Bristol Harbour Resorts/Steering Committee Report. Motion approved.*

- B. Bristol Harbour Resorts-Presented by: Greg Mulhern  
Greg Mulhern requested that any complaints regarding the docks, marina and the marina bathrooms should be directed to him. An e-mail will be forwarded to the residents directing them to contact Greg directly with any issues.
- C. Property Manager's/Site Manager's Report-Presented by: Michelle Alvaro-Verbal report given. Written Report attached.
1. There will not be any brush pick-up on May 27, 2011 due to the fact that staff will be preparing for the upcoming Memorial Day weekend.
  2. Michelle Alvaro reported that residents are continuing to dump brush on empty lots and reminded the residents that this is not allowed. In fact, residents are taking pictures of other residents dumping debris on the empty lots. A notice will be forwarded to residents reminding them that this practice is not allowed.
  3. Dick Aikens thanked Dan Stephens and Andy Morey for all their hard work and for preparing the property for the upcoming Memorial Day weekend.

**Standing Committee Reports:**

- A. Environmental Committee (EC)-Presented by: Melanie Eisenberg-Verbal report given. Written Report attached.

*A motion was made by Melanie Eisenberg and seconded by Mark Moretti to approve the Environmental Committee Report. Motion approved.*

- B. Facilities and Maintenance Committee-Presented by: Bruce Hunt-Verbal report given. Written Report attached.
1. Bruce Hunt thanked Dan Stephens and Andy Morey for getting the property ready for the upcoming season and for following up on issues that arose after the several rain storms we have received. Strongly supports kudos to them.
  2. We have serious issues with water. There are ditches and ponds that are not working and there are issues with drainage from the Community Center going onto other resident's property. We need to do our homework on any new development that occurs in the future that shares our property.
  3. In the process of forming a committee to explore options on a maintenance facility.

*A motion was made by Bruce Hunt and seconded by Mark Moretti to approve the Facilities and Maintenance Committee Report. Motion approved.*

- C. Recreation Committee Report-Presented by: Melanie Eisenberg-Verbal report given. Written Report attached.
1. The Century Tournament will be held on July 9, 2011.
  2. The notice regarding bicycle safety discussed at last month's meeting will be forwarded to the residents.
  3. Fritz Fouquet provided an update on the Pickleball activities that will be taking place this season.

*A motion was made by Melanie Eisenberg and seconded by Mark Moretti to approve the Recreation Committee Report. Motion approved.*

- D. Treasurer's Report-Presented by: Jim Mrozcek- Verbal report given. Written Report attached.

*A motion was made by Jim Mrozcek and seconded by Melanie Eisenberg to approve the Treasurer's Report. Motion approved.*

**Special Committee Reports:**

- A. Town Board/Planning Board/Zoning Board-Presented by: Ellen Monagan  
No report at this time.
- B. Communication Committee-Presented by: Bob Pierce-Verbal Report given.
  - 1. Bob is coordinating a meeting with a computer contractor and Wendy Gray to explore the problems with search engines when they are being used to locate the BHVA web site.
  - 2. The Resident Satisfaction Survey is on the web site.
  - 3. Kenrick has a free web site that is available for BHVA use and a BHVA page will be posted.

*A motion was made by Bob Pierce and seconded by Mark Moretti to approve the Communications Committee Report. Motion approved.*

**Old Business:**

- A. Ad-Hoc Committee Update-Verbal report given by Kathy Wydra
  - 1. Bid packets were forwarded to nine perspective companies. Four companies attended a meeting/tour on May 23, 2011. RFP'S (requests for proposals) are due back by June 1, 2011. After the bids are reviewed, individual interviews will be conducted. After the process is completed, recommendations will be made to the board to coincide with the budget process. Discussion followed.
  - 2. Dick Aikens commented on the survey results and the RFP process from his perspective.

**New Business:**

- A & B. Nominating Committee and Citizen of the Year Committee: Currently looking for residents to serve on the committees. An e-mail will be forwarded to residents asking for volunteers.
- C. Floor opened up for resident questions and comments
  - 1. Gail Hewson: Has concerns about the current drainage issue that is coming from the Community Center onto her property and has informed the Board of this in writing. This needs to be addressed in 30 days. Remediation needs to be completed as soon as possible. Discussion followed.
  - 2. Ralph Endres: Stated that he has a drainage issue that is coming off of Hillside Drive onto his property that needs to be addressed. Discussion followed.

**Adjournment time:** 9:10 pm

The next Board Meeting will be held on June 23, 2011 at 7:00 pm at the Community Center

Minutes approved-June 23, 2011

Michelle Alvaro; Recording Secretary-BHVA Board of Directors

**Michelle Alvaro**

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**From:** <Fred275@aol.com>  
**To:** <bristolhoa@rochester.rr.com>  
**Sent:** Thursday, May 26, 2011 11:03 AM  
**Subject:** Privilege of the Floor - Request reading at tonight's meeting

To the BHVA Board Members - Privilege of the Floor - May 26, 2011

I regret that I cannot attend the BHVA Board Meeting on this date and respectfully request that this be read into the minutes of tonight's meeting.

1. I reviewed the BHVA website. My compliments.
2. I reviewed the profiles of our BHVA Board Members. Our community should value the diversity, experience and time that BHVA Board Members render to our village and beyond.
3. I am unaware of any action taken by the BHVA Board on my March 22 privilege of the floor.
4. Although my attorney failed in my litigation on behalf of all BHVA residents, I emphasize the court's ruling that my legal action with the town was not frivolous. In fact, after the Court's ruling, the Town did obtain and provide Balance Sheets which South Bristol Resorts, LLC previously stated in writing did not exist.
5. Under the Freedom of Information Act, any resident paying sewer taxes approved by the Town is entitled to a printed copy of the financial statements in the Town Office or in the BHVA office. Should the present policy of BHVA be reasonably changed as it pertains to this public information?

In addition, I respectfully request a written response from our BHVA board to the following questions?

- 1) Will the BHVA Board request that the Town require the shareholders of the Bristol Sewerage Disposal Corporation to return the \$331,000 borrowed from BSDC and put this sum into an interest bearing Reserve For Future Capital Improvements or Repairs?
- 2) Since the entire slide presentation by a Town Board Member is openly posted on our BHVA website, shouldn't the annual financial statements of the sewer corporation be also shown on our website? It is important to note that under the Freedom of Information Act any BHV or Town resident can obtain a copy of sewer corporation financial statements directly from the Town office. Please advise me if the present BHVA policy can be changed for the convenience of any resident paying a sewer bill?
- 3) Has this same Town Board member advised the BHVA Board why it does not require the three shareholders of the BSDC to return the \$331,000 to an interest bearing Capital Reserve Bank Account?
- 4) Has this Town Board member advised BHVA why the Town does not monitor this Capital Reserve Account to insure that in the future, \$860,000, the cost of this plant improvement paid, will be put into the Capital Reserve - available for any future plant repairs and/or improvements?

5/26/2011

5) Historically, the original plant was paid for with developer funds. Therefore, the past developer was entitled to a recovery of this cost. Since 2006, it is important to note that 97% of the upgrade-expansion is being paid for by our residents, therefore the capital reserve fund outlined above is essential if fair & equitable treatment is the issue for BHV residents.

If the BHVA Board intends to take no further action in pursuit of these questions, please advise me in writing so that I can remove myself from any further involvement and advise all BHVA residents accordingly.

Fred Sarkis

**GOALS** (from 2011 Management Plan)

<p>Review Bristol Harbour Village Association's repair/maintenance responsibilities and implement preventative measures to maintain the Association's assets as defined by the Declaration and by-laws.</p>	<p>On-Site Manager and Property Manager will review and compile a list of responsibilities as defined in the Declaration and by-laws on a yearly basis and assign maintenance tasks to the Association's maintenance personnel as needed.</p>
<p>Continue to establish a good working relationship between the residents, new residents, construction companies, contractors, the Board of Directors, Kenrick Corporation, Bristol Harbour Resorts ("Developer") and Graywood Properties</p>	<p>The On-Site Manager and/or Property Manager will attend all Board of Director meetings and Homeowner meetings and work in coordination with standing committees to assure that the Association's and resident's needs are met. All formal decisions and approvals that are made by the BHVA Board of Directors at their Board meetings will be documented for public record and Homeowner's review. The Association and the Management Team will continue to meet with a representative of the Developer on a regular basis</p>
<p>Continue to reduce the Association's Insurance "risk" throughout the property to ensure that the Association's policy is with an admitted carrier and to further reduce yearly premiums.</p>	<p>The On-Site Manager, Maintenance Superintendent and Property Manager will inspect the grounds regularly and take measures to keep areas safe as possible. Insurance brokerage firm will conduct annual risk analysis as needed and on-site personnel will implement their recommendations.</p>

**PROJECTS** (from Board Meetings, Emergencies, or Requests)

<p>Golfside Circle and Community Center parking lot</p>	<p>The repairs that need to be completed in regards to the Golfside Circle and Community Center parking lot were completed on May 24, 2011.</p>
<p>Reserve Study</p>	<p>The Reserve Study Report was received on 5/20/2011.</p>
<p>Blacktop repair</p>	<p>The blacktop repair at the entrance to Harbour Lane was completed on May 24, 2011.</p>

**OPERATIONS** (from Property Calendar and Staff Job Descriptions)

<p>Community Center</p>	<p>Conducted daily inspections. Items identified during inspection were repaired and listed on the Community Center inspection list.</p>
<p>From Property Schedule</p>	<ol style="list-style-type: none"> <li>1. Fire extinguishers were serviced on 5/3/2011.</li> <li>2. Wind screens were installed on the tennis court.</li> <li>3. Car wash was activated for the season.</li> <li>4. Air conditioners were serviced on 5/6/2011.</li> <li>5. The butterfly was planted on 5/23/2011.</li> <li>6. See Superintendent's Report for further information.</li> </ol>
<p>Pest and weed control services</p>	<p>Were completed on 5/2/2011 and 5/10/2011.</p>

**SITE ADMINISTRATION:**

- Completed paperwork for seasonal employees.

- Completed follow-up with residents who discarded items in the recycling center that cannot be placed there.
- Bernie Caprini did follow-up with Rocco Venezia about making the property map smaller (8 x 11) but legible and she was informed it cannot be done without losing names of the streets. 11 x 17 copies are legible.
- Coordinated with maintenance staff the placement of a dumpster to be used by residents for yard debris. It was here from May 16<sup>th</sup> until May 24<sup>th</sup>.
- Conducted daily inspections of the Community Center.
- Met and/or corresponded with Board President on a regular basis.
- Continue to update the list of contractors and jobs they perform. This is utilized when residents contact the office.
- Completed 2 employee annual reviews.
- Assisted with Kentucky Derby party.
- Completed follow-up to one pet complaint per the direction of the Board.
- Processed entry cards for residents as needed.
- Continue to refer residents regarding their finances to the main office.
- Reviewed all invoices before they are forwarded to the main office for payment.
- Site Manager completed Management Report and Superintendent completed the Superintendent's Report.
- Forwarded information to SBR lawyer needed for completion of amendment #33.
- Forwarded tax grievance information to residents.
- Followed up with one pet complaint per the direction of the BHVA Board.
- Met with lifeguards in preparation for the upcoming summer season on May 9, 2011.
- The beach will be open for the season on May 28, 2011.
- Scheduled Meyer and McGuire to perform on the beach on Memorial Day weekend.
- Attended the April 28, 2011 Board Meeting. 2 representatives from the Management Company attended this meeting.
- Recorded and transcribed the minutes of the April 28, 2011 Board Meeting.
- Coordinate all Community Center reservations and assure that paperwork is completed and payments are received.
- Maintain monthly calendar of events and reservations.
- Completed monthly check requests for copier usage payments.
- Followed up with residents in regards to submission of EC applications for projects they were conducting prior to receiving EC approval.
- Completed 6 EC approvals and forwarded them to resident after it was approved by the committee.
- Completed follow-up with resident to assure that they met the Environmental Committee conditions on their application approval form.
- Continue to assist residents on how to use fitness center equipment. This occurs on an average of 2 times a month.
- Updated equipment inventory as needed.
- Developed notices for the Board meeting.
- Recorded all monies received from pet registrations, brush removal, entry cards, etc. The money is forwarded to the main office.
- Cleaned the Community Center as needed.
- Continued with follow-up with contractors regarding insurance certificates. Spent approximately 1 hour working on obtaining certificates this month.
- Reviewed and sent updates for BHVA web site as needed. Updated the calendar as needed.
- The BHVA staff stocks the Community Center with supplies every Friday and maintains the office and Community Center inventory.
- Assisted residents with questions/concerns regarding BHVA.
- Continue to update resident information to assure records are current. This includes forwarding updated information to the Kenrick main office.
- Completed multiple correspondences. This included typing, mailing and e-mailing.
- Forwarded notices regarding events within Bristol Harbour.
- Completed copier count for all entities.
- Purchased supplies as needed for the office and the Community Center.
- Forwarded EC applications to the EC committee.

- Submitted an EC application on behalf of BHVA for tree removal.
- Completed 5 EC approvals and forwarded them to residents after they were approved by the committee.
- Completed follow-up with residents to assure that they met the Environmental Committee conditions on their application approval form.
- Assist residents with Environmental Committee process as needed.
- Assisted residents with concerns and problems with the entry card system.
- Met with maintenance personnel on a daily basis.
- Forwarded 1 new homeowner packet.
- Scheduled committee meetings as requested/needed.
- Responded to 529 phone calls/resident concerns/office visits and e-mails.
- Staff is on call 24 hours a day, 7 days a week for emergencies only.
- We assisted 3 residents with entrance to the Fitness Center d/t the fact they forgot to bring there cards.

**MAIN OFFICE ADMINISTRATION:**

- Follow-up with residents regarding fees.
- The site office does not have access to resident accounts.
- Collect and process all monthly and special assessments.
- Maintains all receipts of expenditures.
- Completes payroll.
- Prepared the financial statements for April 2011 which shows all expenditures and receipts.
- Bids out for insurance and maintains all records.
- Processes and make payments for all invoices forwarded to the office. The site office does not pay any of the invoices in office.
- Completes all deposits.
- Follow up with past delinquent accounts.
- Works in coordination with the Treasurer on collection process.

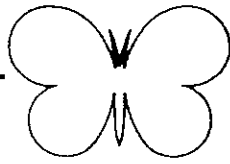
**SUPERINTENDENT'S REPORT:**

Items listed on report for duties performed by the BHVA maintenance staff.

**NEW OWNERS:**

Kenneth and Barbara Barnes-24 Andrews Way

Bristol  
Harbour  
Village  
Association, Inc.



30 Golfside Circle  
Bristol Harbour Village  
Canandaigua, New York 14424

## **BHVA SUPERINTENDENT'S REPORT-MAY 2011**

### **Maintenance Tasks**

1. Coordinated air conditioner servicing which was completed on 5/6/2011.
2. Coordinated fire extinguisher inspection that was completed on 5/3/2011.
3. Developed chart outlining cable outlets in the Community Center.
4. Coordinated weed and pest control services. Weed control service were completed on 5/2/2011 and pest control services were completed on 5/10/2011.
5. Installed wind screens on tennis courts.
6. Planted flowers, put down mulch and planted bushes.
7. Placed all beach chairs on the beach. Purchased new chairs as needed.
8. The car wash was activated for the season.
9. Assisted with preparation of the Garage Sale.
10. The butterfly was planted on 5/23/2011.
11. Continue to identify 2011 property projects with Site Manager.
12. Check the operation of elevator, base of elevator; assure the sump pump and elevator phones are in working order on weekly basis.
13. Built shelves in Community Center utility closet to hold the electronic equipment.
14. Supervised the blacktop repairs of the Community Center parking lot, Golfside Circle and Harbour Lane.
15. Installed steps into swim area.
16. Installed playground equipment for the season.
17. Cleaned and waxed the elevator floor. The floor is aged and was cleaned to the best of the staff's ability.
18. Began black top patch repair on roadways.
19. Put up flags for the season on Cliffside Drive.
20. Re-striped road at the Cliffside Drive intersection and the Community Center parking lot.
21. Coordinated with Site Manager the placement of a dumpster to be used by residents for yard debris. It was here from May 16<sup>th</sup> until May 24<sup>th</sup>.
22. Will prepare beach for the Memorial Day party which will include set up of a band stand, fire pit, fire wood, tables, etc.
23. Installed new carpet on the sun dock.
24. Emptied dog stations and trash cans 2 times a week.
25. Checked/cleaned Recycling Center and swept and broke down cardboard as needed daily.
26. Checked street lights, Community Center lighting, beach stair lighting and replaced light bulbs/conducted repairs as needed.
27. Painted lifeguard and storage boxes on the beach.
28. Installed swim markers for the season.
29. Cleaned ladders on the swim dock.
30. Cleaned and checked road sides, ditches, intersections, parking lots, and drains as needed.
31. Cleaned the barn and shop as needed.
32. Purchased supplies as needed.
33. Posted information on bulletin boards as requested.
34. Conducted maintenance checks on roadside drain covers.

35. Continue to check Harbour Lane drains. No smell detected.
36. Delivered Board and resident correspondence as needed.
37. Conducted maintenance checks, completed washing, completed minor repairs, inspections, oil/fluid changes as needed, and greasing as needed on all vehicles and equipment.
38. Assisted Site Manager with resident requests/concerns as needed and follow up with service requests as required.
39. Cleaned the beach daily and removed debris from sluiceway as needed.
40. Picked up roadside brush as requested by residents.
41. Blow off roads, intersections and parking lots on a weekly basis. Tennis courts will be done as needed.
42. Completed ongoing maintenance which includes lawn mowing, weeding, trimming of bushes and/or trees in the common areas, cleaning of nature trails, and removal of shale as needed. Removed shale from ditches on Cliffside Drive, beach and sluice way after heavy rainfalls.
43. Met with Site Manager on a daily basis.
44. Staff is on call, 24 hours a day, 7 days a week for emergencies only.
45. Continue to work on projects in coordination with the Property Schedule and Project List.

Environment Committee Meeting Minutes  
May 16, 2011  
7:00 P.M.

Present: Dick Scott, Chairman; Mary Murphy; Barb Hunt; Dave Allen; Melanie Eisenberg

Absent: Don Titus; Tim Harrington; Rob Silva

First order of business: Approval of April minutes. Dave Allen moved to approve the minutes; Mary Murphy seconded.

No discussions were held this evening by the audience. The floor was closed.

**Old Business:** The committee discussed the results in the ongoing attempt to simplify the application process without diluting it to the point where no information is submitted on the forms. The committee members investigating this topic were absent for this meeting. Dick said that he would send out a draft of a few of his ideas on a document entitled "Tips for expediting the EC Application Process".

Dick Scott posed the idea that as we simplify the EC application process we might want to decide to have fewer meetings, maybe one every two months during the late fall and winter months. We can vote on this idea at a future meeting when we have implemented more simplification of the EC application process and approvals can be made with our new processes at a time when relatively few applications are submitted at Bristol Harbour.

We also, discussed providing an on-line application form that would be filled out and then emailed to our committee members and Michele in lieu of printing it out and bringing it to the BHVA Office or perhaps in parallel to the hard copy. That would make the process less cumbersome than it is at present. There should be great care taken, in our attempts to streamline the process to make it simpler for our residents, that we exercise caution not to compromise the integrity of the process or in any way undermine its importance in our community.

**Correspondence:** Dick Scott had submitted a draft letter intended to be sent out to each HOA asking them to submit to our board a written list of the guidelines governing their particular associations. The letter has not yet been sent, but so we discussed potential changes to the letter, which Dick said that he would make and then send out.

**New Business:** On an organizational update: Barb Hunt had submitted her resignation from the Board, citing the main reason that she is a resident of the "cliffs," where each building has its own regulatory board - none of which has much, if any, "relevance of insight" to our EC Board. We beg to differ with her. Barb brings an understated, rational way of resolving issues that come before our board. She has a cool head and can think through a problem unemotionally and with a clarity that many folks do not possess. She has offered to remain on the board, in an advisory capacity, and we gladly accept her offer. In fact, Barb had a great suggestion: Each HOA should be required to have one member on the EC to represent each street's association and advocate for its interests. It makes sense in that the representative may be able to bring a certain insight to their particular situation of which our Board in general may not be aware. There would be extenuating circumstances to a particular situation that the representative could raise so that any

problem would be resolved speedily and with the knowledge of that street's particular issues.

Dick Scott asks whether or not anyone present had read the Section VIII of the BHVA Declaration: "Environmental Committee". It calls for a minimum 3 person committee. Dick was asking if we should consider a 5 person committee instead of 7 members. We deferred the discussion until a future meeting with more members present.

**EC Applications:**

11-12: Tree removal on Vardon Drive - Approved by email

11-13: Step replacement on Andrews Way - Approved (Dick Scott went by the property and moved to approve the application; Barb Hunt seconds.)

11-14: Estate sale by appointment at condo - Approved by email

11-15: Roof repair on Harbour Drive - Approved by email

11-16: Deck construction on Vardon Drive – Approved with conditions\*\*

\*\*This application required additional information: Dick Scott called Al Wilcox during the meeting in order to attempt to better understand what was intended to be built and to try to bring a quick resolution and approval, if possible. Our questions were answered, and Al Wilcox even turned up at the meeting to show us samples of the materials he was using on the new deck. The application was approved on the condition that the builder's insurance would be submitted and met our requirements, that the color would be "tope", safety railings on the deck and steps would be installed, and that the necessary town permits would be acquired and town would ultimately issue its certificate of compliance at the end of the building process.

Some discussion was had relating to the removal of a 40-foot white pine from behind the home of Sue Hosteler on Andrews Way without any notification to her (not mandatory, but surely a courtesy) and without an application being submitted by the Andrews HOA. The matter was tabled without resolution - differing opinions.

Meeting was adjourned at 7:55 p.m. Next meeting is scheduled for June 20, 2011.

Respectfully submitted,

Melanie A. Eisenberg

**BRISTOL HARBOUR VILLAGE ASSOCIATION**  
**FACILITIES COMMITTEE REPORT**  
5/26/2011

Submitted By: Bruce H. Hunt, and Facilities Team (Michelle, Dan and Andy)

Dan and Andy have done a fantastic job during the monsoon season that we have enjoyed this spring. They have been diligent in keeping the shale from over taking the property and we do appreciate it.

**Community Center**

- HVAC inspection/preparation for cooling season - DONE
- Many spring chores starting such as:
  - Power wash exterior of building
  - Wash windows
  - Clean gutters
  - Repair stone work near front door – DONE
  - Seed trench dug to install cameras at recycling center – DONE
  - Drainage problem behind center – need to investigate further

**Projects**

- Capital Reserve Study – DONE – now we need to review and implement
- Maintenance Facility – Creating team with Condo's and Leo Raab
- Dock Carpet – swim platform done, dock and lifeguard platform coming soon

**Request to home owners – if you notice something not right at the center call Michelle immediately. We can't fix or address what we don't know about.**

## Recreationally Speaking . . .

Folks, it continues on busy, busy, busy at the Harbour. The Eisenbergs want to thank everyone who made the Mardi Gras party the success that it was – simply by being there! It was so much fun, due in large part to Bourbon Street Parade, headed by our own John Beck. They are an amazing talent and they regaled all of us the entire evening. We certainly hope we can make this an annual event, but we think it would be better held as the September Neighbors' Night – that way, our snow birds have returned to the “nest” and will not plan on “migrating” until sometime after September. You can be assured that the host and hostess enjoy themselves every bit as much as all the attendees. Our own Madame President out there jive hopping on the dance floor with her mom, Flo. The hula-hoopers, the s'mores makers, the derby donors, the bead wearers – the very brave “Hurricane” taste testers – each one of you contributed to the joviality of the event. Thank you all so much for being there.

Saturday May 7 was the Second Kentucky Derby party hosted by Jan and Chet Starowitz. The event was very well attended (Did the complimentary Mint Juleps have a little something to do with the jovial aura of the crowd?!) Although I was unable to attend, I heard from a “reliable source” that John Beck won “Best Male Outfit” award; Alan Braun won “Best Male Hat” award; Carolyn Hotchkiss won “Most Beautiful Hat” award and “Best Female Outfit” award; Chet and Jan won “Most Fashionable Couple” award; and Evie Adams won “Most Original Hat” award. Daring bettors, Wendy Walsh, Don Titus and Gina Russell, stole the big pot by plunking money down on “Animal Kingdom,” – most everyone else bet on the lady jockey's mount “Fancy Pants.” An evening to remember, and many thanks to Jan and Chet for making it possible.

The second Saturday in May brought back our Community Garage Sale – 18 tables ultimately were rented. Of course, the day was damp and bleak – but the community spirit engendered by the event brought its own sunshine. Everyone seemed to enjoy themselves – the sellers all circulated and even bought items from one another! And, the volunteers: Peg Beaulieu and her nephew, Ryan, and Larry Hubler who showed up VERY early that morning to help set up the tables for the folks who rented them; Carolyn Hotchkiss and Polly McCarthy and all the volunteers who contributed “goodies” to be sold in the baked food sale – we earned about \$50 – not bad for a rainy day! And, we'd like to acknowledge with gratitude Dan and Andy who brought all those picnic tables up from the beach for our use that day – not an easy task – not to mention having to put them all back again! We appreciate you both! But, without doubt, the bulk of the work was undertaken by Kristie and Alan Braun who volunteered to do this again – all the way back in February! No, folks, they were not shanghaied into it – they took this all on willingly and good-naturedly. And, we appreciate them and applaud their Herculean efforts. What an undertaking and it ran so smoothly. Thank you, Team Braun.

Please remember: Saturday, May 28, we are hosting Neighbors' Night at the Annual Beachfront Memorial Day celebration, complete with bonfire and Meyer and McGuire to entertain us. There will be complimentary s'mores and drinks for the kids. Just another way of giving thanks for being able to live in such a great community with such wonderful neighbors. Please join us.

June 25<sup>th</sup> brings us back to the Beck Luau. Please feel free to wear costumes - there will be prizes awarded. Last year's was a huge success, as I am sure this year's will be also.

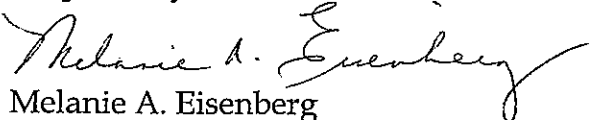
July sees us at the Harbour Lane Hoedown! Yee-Haw y'all! There will be a country western band for our dancing enjoyment - square and otherwise. Karol Mroczak, our very talented line dancing instructor, wants a group of volunteers - ladies and gents alike - to meet together once or twice a week during June and July so that she can teach us a "Performance" routine that we will "unveil" the night of the Hoedown. Anyone interested, please contact Karol at kmroc22@msn.com. You just never know when that talent scout for "Dancing With The Stars" will be in the audience. Sign me up, Karol!

We are in delicate negotiations with John Ingle and our local rep, Tim Harrington, to see about holding our September Neighbors' Night at the Heron Hill Wine Tasting Room - just up the road abit. After all, they are our neighbors, too. Our first "field trip" Neighbors' Night was held at Life Path Spa in January, and it was very well attended and much enjoyed. We hope the Wine Tasting field trip to the "Silo" will be as well received.

Well, that's it from Party Central. Again, if anyone has any requests or ideas for a "Themed" Neighbors' Night, do tell, girlfriend. We're always up for party ideas. In fact, the Chili cook-off was Chet Starowitz' brainchild, as was the Kentucky Derby party.

Happy May, all.

Respectfully submitted,

  
Melanie A. Eisenberg

May 26, 2011  
BHVA Board of Directors  
Finance Report  
Jim Mroczek

#### Financial Statements.

The April and Year to date Statements reflect the continuation of a strong financial year. As of April 30th, the cash position is at \$66,200, Accounts Receivable are at \$10,000 and there are no outstanding payables. About 2/3 rd of the payables are assessments in arrears from Greywood.

The P and L statement reflects an overall surplus of \$15,000. Area's to be watched are energy costs, (about \$4,000 over budget), offset by expenditures under the ytd budget. All areas of financial controls and management are reconciled.

#### Finance Committee:

The first meeting of the Finance Committee was held on May 16th. All members were in attendance. Current financial information was shared and discussed. The major part of the meeting was the formation of a statement of purpose to be submitted and approved by the Board. The proposed statement is as follows:

The Finance Committee will act as a resource to the BHVA Board and Homeowners on major financial issues affecting the Association. The Committee will bring a historical perspective to current discussions and plans. In addition, they will assist in research and guidance for the Board on long and short term expenditures, and planning issues.

#### Recommendations:

- Request Leo Rabb and Bruce Hunt to attend the next meeting to discuss facility and management issues with the Committee.
- Request that the Board resolve the Greywood Assessment issue.
- Very strong support for the reserve study, and offer assistance in participating with the study.
- Suggest as part of the late fee review, the feasibility of a discount for prepayment of assessment.
- Initially meet monthly

Thank you