

**BRISTOL HARBOUR VILLAGE ASSOCIATION  
BOARD OF DIRECTORS MEETING  
JULY 27, 2011**

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

**Board Members Excused:** Everyone was in attendance.

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

**Others Present:** Alan Braun, Kristie Braun, Bernie Caprini, Joe Charlton, Carol Endres, Ralph Endres, Gail Hewson, Dave Hewson, Dave Eldon, Kathy Scott, Fred Sarkis, Barbara Welch-Town of South Bristol, and Paul Lamphier

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

**Opening Remarks:** Candace remarked that everyone on the BOD was present tonight. She offered words of condolence concerning Val Winship who passed away recently.

**Privilege of the Floor:**

- Fred Sarkis shared that since his last communication with the Board he had talked to Candace on the phone and was hopeful that his questions would be addressed.
- Ralph Endres attended the last Town of South Bristol Planning Board meeting and heard some puzzling information about the five cottages located by the Lodge. Did we know that they were all individually owned? Did we know that their water comes through the restaurant? Did the owners pay the hookup fees for sewer and water?
- Kristie Braun reminded everyone about the street dance on Harbour Lane on July 30, 2011 and thanked Michelle and Dan for helping get the street ready. Harbour Lane recently had their annual meeting. They have concerns about their road. Bruce Hunt came immediately to take a look.
- Gail Hewson commented on the recent RG & E construction. She wanted us to know that RG& E has promised to return property to its original condition. There has been some damage. Also, she was wondering if all of the fire hydrants were in working order in respect to the recent water problem. Paul Lampier responded that all fire hydrants are in working order.
- Dave Eldon is looking forward to getting responses to his questions about the Ad Hoc Committee process.
- Dick Aikens said that he has had conversations with Fred Sarkis about the developer sending amendments to home owners. Someone could purchase a home without this information. Ron Shubert agrees that this needs to be addressed. Mark said that he would take this up with Greg.

**Approval of June 23, 2011 Board Meeting Minutes:**

*A motion was made by Jim Mroczek and seconded by Bob Pierce to approve the June 23, 2011 Board Meeting minutes. Motion approved.*

**Reports:**

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

Mark reported about two issues. The first being, the erosion and damage to the drainage trench along Bristol Harbour Blvd. and the flooding behind Upper Lakewood Trail. Mark asked that BHVA fund 50% of an engineering report by Rocco Venezia recommending what can be done to reduce and possibly eliminate much of the flooding problems.

*A motion was made by Mark Moretti and seconded by Jim Mroczek that BHVA would fund \$1,500.00 (50%) of an engineering report up to a maximum of \$3, 000.00 without prejudice as to who should bear the cost of installation of the pond.*

The second issue was that of reducing the tax assessment on the Community Center. Mark will be talking to the judge on August 5, 2011.

*A motion was made by Mark Moretti and seconded by Ellen Monagan to give Mark Moretti and Candace Ryan the authority to negotiate/settle the Community Center tax assessment and settle with the judge. Motion approved.*

*A motion was made by Mark Moretti and seconded by Jim Mroczek to approve the Steering Committee Report. Motion approved.*

- B. Bristol Harbour Resorts- Greg Mulhern was not present, Candace asked Paul Lamphier to report.-Verbal report given.
- C. Property Manager's/Site Manager's Report-Presented by: Michelle Alvaro-Verbal report given. Written Report Attached
- Michelle provided an overview of the Manager's Report and the Superintendent's Report.
  - Notices have been sent out to get recommendations for Citizen of the Year and applications for BHVA Board of Directors' upcoming vacancies.
  - The Recreation Center was vandalized on July 4, 2011. Someone with library access left the door open. The Sheriff's Department was called and a report was filed.
  - Seaweed has been trimmed at the beach and zebra mussels removed.
  - Recently the office was contacted by the humane society to inquire if information could be provided regarding the residents who have dogs. The Town of South Bristol is conducting an enumeration of dog owners and wanted to know if this information could be provided. Discussion followed and it was determined that the residents who provide the information for their pets is for BHVA use only and cannot be distributed.

#### **Standing Committee Reports:**

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

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

- B. Facilities and Maintenance Committee-Presented by: Bruce Hunt-Verbal report given. Written Report attached.

*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.

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

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

*A motion was made by Jim Mroczek 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-verbal report given. Written report attached.

Candace met with Herman Arndt but no new information was presented. A printed copy of financial information from the Town of South Bristol is available from Michelle in the office.

*A motion was made by Ellen Monagan and seconded by Melanie Eisenberg to approve the Town Board/Planning Board/Zoning Board Report. Motion approved.*

B. Communication Committee-Presented by: Bob Pierce-Verbal Report given.

- Bob continues to work on making the BHVA web site more accessible.
- You may be able to get to the BHVA website through Kendrick in the very near future

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

**Old Business:**

A. Candace asked for reports from the Nominating Committee and the Citizen of the Year Committee-Presented by Melanie Eisenberg-Verbal report given.

The Nominating Committee will meet the second week in August to begin the interview process. Three candidates have applied.

We have 12 nominations for Citizen of the Year. If you nominate someone please add an endorsement sheet and sign your name. There will be a meeting August 16 to go over all nominations and make a selection.

B. Candace addressed questions asked by Fred Sarkis in a letter sent to the Board in May. She met with Herman Arndt from the Town of South Bristol but learned nothing new regarding a Bristol Sewerage Corporation reserve fund. Mr. Sarkis' concerns were addressed in Executive Session and it was suggested that he take his concerns to the state Attorney General's office. The Board supports his efforts.

C. Ad-Hoc Committee Update-Verbal report given by Kathy Wydra. Written report attached.

**New Business:**

A. Floor opened up for resident questions and comments

1. Dave Eldon: Thanked Kathy and Candace and the ad hoc committee for their hard work.
2. Alan Braun: Made the point that whenever you spend money, it should come from a line item in the budget.
3. Fred Sarkis: In regards to the suggestion that he go to the Attorney General; he has already done that. He feels that dollars be designated in a reserve fund so that future homeowners would not need to worry about the sewerage issue. Much discussion followed. Dick Aikens shared that the town only reviews the rates. Do they have the authority to tell the sewer corporation to put money in a reserve fund? Candace commented that we talked about this in Executive Session but ran out of time and we weren't able to finish our discussion. Jim Mroczek repeated Candace's statement about not having enough time but emphasizing the Boards intention to continue to work on this issue. Mark Moretti said that he would be happy to find an attorney that has some knowledge of these issues (sewerage) and who would be willing to have a conversation with the Board and help us to decide what we need to do.
4. Paul Lampier addressed the issue of the 5 cottages and water. Yes, all cottages had paid the hookup fee for sewer and water.

**Adjournment time:** 9:10 pm

*A motion was made by Ellen Monagan and seconded by Melanie Eisenberg to adjourn the meeting. Motion approved.*

The next Board Meeting will be held on August 25, 2011 at 7:00 pm at the Community Center

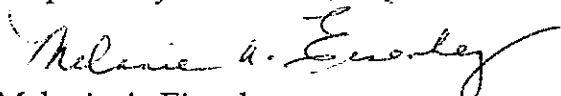
Minutes approved-August 25, 2011-Ellen Monagan; Recording Secretary-BHVA Board of Directors

A group of us met Thursday, July 14 to do a walk-around, observing the portions of Lakewood Trail and the trench on the property of BHVA that have experienced flooding during heavy rains, in an effort to come up with some realistic remedies to the problem. The following were present: **Greg Mulhern, representing SBR, Mark Moretti, BHVA Board member, Jeff Benson, past president of Lakewood Trail HOA, Melanie Eisenberg, Board member, George Barden and Kevin Olvany, representing the Canandaigua Watershed, who offered their services and expertise to attempt to effect a mutual, realistic solution to the on-going drainage problems, and Rocco Venezia, surveyor and engineer, who has done much work in the Bristol Harbour area and is familiar with the terrain, and also with the location of the utilities that must be guarded and visibly marked, if any excavation is to be done.** We observed a number of sites: the area behind the homes on Upper Lakewood Trail, the drainage trench running horizontally along the north side of Bristol Harbour Boulevard, the area at the base of the path leading from Bristol Harbour Boulevard upwards towards the Inn and the Lodge, the wooded area south of the Inn's parking area, and the area just east of the rear yards of homes on Andrews Way, to get a better look at the situation between the proposed Evergreen Way development and the homes built on the northerly side of Lakewood Trail. All parties did agree on one thing: Something must be done in order to stop further erosion and damage to the drainage trench along Bristol Harbour Boulevard and flooding behind Upper Lakewood Trail. The group also believes that, if done correctly, it could provide the solution for the flooding particularly experienced in the basement of one home on the northwesterly side of Lakewood Trail, from waters washing down from the upper Evergreen Way area.

Rocco Venezia is submitting a written proposal for an initial workup of what can be done in order to reduce and, hopefully, eliminate much of the flooding problems. Greg Mulhern will check with SBR to try to discern plans for future development so that whatever is done does not render an area useless for development and also to attempt to determine future needs so that, perhaps, whatever is done ultimately can take into effect any future impact on the area.

When that has been accomplished, we can move forward with definite plans for actual work to be done to rectify this situation.

Respectfully submitted,

  
Melanie A. Eisenberg

**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>Road Repair</p>	<p>The road repair at the intersection of Upper and Lower Spyglass Hill was completed on 7-5-2011. At this time, another area that had to be dug up by SBR to repair a water leak was repaired as well.</p>
<p>Notices per request of the Board</p>	<ul style="list-style-type: none"> <li>• Forwarded a notice regarding Firework displays. Worked with Sara Goff and Greg Mulhern on this memo.</li> <li>• Forwarded notices regarding the need for nominees for Citizen of the Year.</li> <li>• Forwarded notice asking for volunteers for the Nominating Committee and Citizen of the Year Committee. This was also placed on the bulletin boards and in the Villager.</li> <li>• Forwarded notices regarding the need for candidates to serve on the BHVA Board.</li> </ul>
<p>Community Center</p>	<ul style="list-style-type: none"> <li>• A proposal was received from Paul Lamphier in regards to the repair of the water leak. It has been forwarded to the Board. Awaiting follow-up from Paul Lamphier. As a safety precaution, the staff taped off the open areas behind the center.</li> <li>• The Recreation Center was vandalized on July 4, 2011 approximately between the hours of 6-10 pm. A report was filed with the Ontario County Sheriff's Department.</li> </ul>
<p>Editor for the Villager</p>	<p>Chet Starowitz announced his resignation as editor of the Villager. Will need a resident volunteer to be editor.</p>

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

Property Project List and Community Center Inspection List	Updated the Property Project List and completed the Community Center inspection list for July.
From Property Schedule	<ul style="list-style-type: none"> <li>• Seaweed trimmed in swim area on July 19, 2011.</li> <li>• Removed zebra mussels from swim ladders.</li> </ul>
South Bristol Resorts	Followed up with Greg Mulhern regarding items of concern that needed to be addressed by Bristol Harbour Resorts, i.e. loose boards, and hole in front of walkway to elevator. The hole in front of the elevator was filled with black top.

**SITE ADMINISTRATION:**

- Forwarded Villager via e-mail and mail. Copies are available in the site office and on the BHVA web site.
- Printed resident directories.
- Forwarded Board candidate applications and citizen of the Year applications to the committees.
- Forwarded letter to Andrews Way residents reminding them of the rules about pets. Have received complaints in regards to owner's dogs wandering onto neighbor's property. Did follow-up with President of Andrews Way HOA to let him know a letter was being forwarded to the residents.
- Conducted daily inspections of the Community Center.
- Corresponded/met with members of the BHVA Board on a regular basis.
- Continue to update the list of contractors and jobs they perform. This is utilized when residents contact the office.
- Assisted in preparation for the Square Dance.
- 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.
- Attended the June 23, 2011 Board Meeting. 1 representative from the Management Company attended this meeting.
- Recorded and transcribed the minutes of the June 23, 2011 Board Meeting.
- Coordinate all Community Center rentals 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.
- Met with a resident of Andrews Way who had a concern regarding the street lighting. It was agreed upon that a timer would be placed on the lights. Due to the location of the photo eye, the street lights have a tendency to stay on ½ to 1 hour longer than the rest of the lights on the street.
- Assisted residents with making copies and faxing.
- Continue to assist residents on how to use fitness center equipment. This occurs on an average of 5 times a month.
- Updated equipment inventory as needed.
- Developed notices for the Board meeting.
- Recorded all monies received from pet registrations, brush removal, faxing, copying, 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 2 hours 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.
- Completed EC approvals and forwarded them to residents after they were approved by the Environmental Committee.
- Completed an EC application for installation of a stop sign and for planting on Cliffside Drive.
- Completed follow-up with residents to assure that they met the Environmental Committee conditions on their application approval form.
- Forwarded check request for payment for the band that will be playing at the July Neighbor's Night.
- 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.
- Met with new homeowners of 82 Cliffside Drive.
- Scheduled committee meetings as requested/needed.
- Responded to 787 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 4 residents with entrance to the Fitness Center d/t the fact they forgot to bring there cards.
- Responded to 1 call from the answering service.

#### **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 June 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.

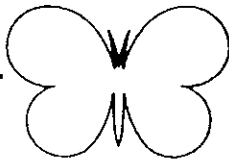
#### **SUPERINTENDENT'S REPORT:**

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

#### **NEW OWNERS:**

Merton and Ann Bohonos-82 Cliffside Drive

Bristol  
Harbour  
Village  
Association, Inc.



30 Golfside Circle  
Bristol Harbour Village  
Canandaigua, New York 14424

**BHVA SUPERINTENDENT'S REPORT-JULY 2011**

**Maintenance Tasks**

1. Continue to identify 2011 property projects with Site Manager. Updated property project list with Site Manager.
2. Check the operation of elevator, base of elevator; assure the sump pump and elevator phones are in working order on a daily basis.
3. Re-stripped the lines and numbers on the Golfside Circle parking lots.
4. The Recycling Center and the fence were stained. The doors and trim were painted.
5. Painted the lines on the basketball court.
6. Power washed the Community Center.
7. Washed the Community Center windows.
8. Placed a light timer on the outside of 19 Andrews Way.
9. Cut and removed seaweed from swim area.
10. Oversaw the completion of the repairs to the intersection of Upper and Lower Spyglass Hill. Cleaned the road area after repairs were completed.
11. Emptied dog stations and trash cans 2 times a week.
12. Checked/cleaned Recycling Center and swept and broke down cardboard as needed daily.
13. Checked street lights, Community Center lighting, beach stair lighting and replaced light bulbs/conducted repairs as needed.
14. Cleaned and checked road sides, ditches, intersections, parking lots, and drains as needed.
15. Cleaned the barn and shop as needed.
16. Purchased supplies as needed.
17. Constructed new bases for mailboxes.
18. Began staining mailbox posts.
19. Posted information on bulletin boards as requested.
20. Conducted maintenance checks on roadside drain covers.
21. Continue to check Harbour Lane drains. No smell detected.
22. Delivered resident correspondence as needed.
23. Conducted maintenance checks, completed washing, completed minor repairs, inspections, oil/fluid changes as needed, and greasing as needed on all vehicles and equipment.
24. Assisted Site Manager with resident requests/concerns as needed and follow up with service requests as required.
25. Cleaned and raked the beach daily and removed debris from sluiceway as needed.
26. Picked up roadside brush as requested by residents.
27. Blow off roads, intersections and parking lots on a weekly basis. Tennis courts will be done as needed.
28. Completed ongoing maintenance which includes lawn mowing, weeding, trimming of bushes and/or trees in the common areas (which include the nature trails and the steps to the beach), watering of flowers, cleaning of nature trails, and removal of shale as needed.
29. Constructed new picnic table for the beach.
30. Met with one resident in regards to planting on Cliffside Drive.
31. Taped off the open areas behind the Community Center for safety purposes.
32. Cleaned fire pits as needed.
33. Met with Site Manager on a daily basis.

34. Staff is on call, 24 hours a day, 7 days a week for emergencies only.
35. Responded to one call from the emergency service.
36. Continue to work on projects in coordination with the Property Schedule and Project List.

BHVA Environmental Committee Meeting  
Monday, July 18, 2011

Members in Attendance: Melanie Eisenberg, Tim Harrington, Don Titus, Dave Allen, Mary Murphy, Dick Scott (via phone)

Absent: Rob Silva, Barb Hunt

Guests in Attendance: Muriel Coleman, Kathy and Jeff Benson, Jason Rose

Meeting was called to order by Melanie at 7:05. Muriel Coleman was given the opportunity to address the committee since she had wanted to attend the June EC meeting that we ended up cancelling. She was there to represent the Browns who submitted an application for a patio redo. The patio is identical to what he has now. Louis Tilton is the contractor. The foot print will be the same. Both neighbors approve. Muriel will speak with Kathy (the other neighbor) to get written approval so they can get started. Melanie was going to send Michelle an email stating this so that the Brown's can begin their project.

The May/June minutes were approved, with a motion from Don and a second from Tim.

Jason Rose then addressed the group with the plans for his spec house at 5550 Lakewood Trail (Lot 33). It will be identical to his house at 5546 and use the same materials. The main difference will be a large window on the second floor master which will allow the lake to be viewed. He wants to see Lakewood finished. The side line and set backs will be staked out to see where the best place for the lake view from this window. He sees it being a bit off center towards his house. He wants to bring character to what already exists on the street and sees it being completed within the 13 month timeframe. He is working on bids now and as soon as he has the contractor lined up with proper insurance, etc. he will let us know. He will leave a copy of the plans at the community center for others to view and Kathy Benson recommended that they be available for Lakewood Trail annual meeting in August so other neighbors can see them as well.

Guests were excused.

Old Business: Don passed out a sample of what he and Tim have been working on regarding suggestions to help residents fill out EC applications. It will be sent out in an email to let us look over to make any changes. This document will help residents customize their app to fit the project. Sometimes the current app doesn't apply.

Correspondence: A letter to be sent to Association presidents to get together to figure out what course to take regarding EC applications. This might be a challenge in order to get everyone to comply. This was put on hold for another time.

New Business: Emerald Ask Borer...Andrews Way had a botanist come. He said every tree should be cut down because the sprays don't work. Bristol Harbour has quite a few

ash trees!! Chris Luley recommended to cut down the effected trees as the symptoms occur so that it doesn't spread. Dave had spoken with a friend about a product called Treeage. It is applied every 2-3 years. He said to inventory the ash that are here, where they are, take out "lower value" trees and keep the "more valuable" ones...could be a 10 year cycle. Dick suggested we publish this information to the sub-associations. Dave noted that his friend is willing to come down to discuss this issue. Dick thinks it should be presented to see who wants to rescue their trees. BHVA can be first then let the committee know the outcome. Don feels the South Bristol Resorts needs to get involved too. We decided to investigate a possible speaker at the annual meeting to discuss options for the community. This will be brought up at the BHVA board meeting by Melanie at the request of Dick Scott. The board would need to support this in order to fund for BHVA ash trees, then other sub-associations can decide how to deal with it. Dick suggested this as a community service with Melanie stating that by working together money could be saved and Dick agreed that this would enable us to provide sound advice so that residents don't spend money unnecessarily. Melanie and Tim also addressed the fact that the ash isn't the only problem. Vines are strangling the trees too.

Discussion and Vote on the following applications:

- 11-20 Brown's patio approved
- 11-31 Hagan Trail patio, approved
- 11-32 Lakewood Trail new construction, approved contingent on Contractor and neighbor approval
- 11-35 6 Spyglass Hill, approved
- 11-36, stop sign, approved

Dave made a motion to adjourn the meeting, Tim seconded.

Meeting ended at 8:15.

Next meeting date August 15, 2011, 7:00 pm

Thanks to Mary Murphy for preparing the minutes.

**BRISTOL HARBOUR VILLAGE ASSOCIATION**  
**FACILITIES COMMITTEE REPORT**  
7/25/2011

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

**Community Center**

- Property inspection completed in July
- Many spring early summer chores have been completed such as
  - Power wash exterior of building
  - Wash windows
  - Clean gutters
  - Wash carpets

**Projects**

- Capital Reserve Study – DONE – Reviewing with BHVA Finance Committee
- Maintenance Facility – Will kick up the dust on this once we complete adhoc proposal.
- Dock Carpet – DONE
- Elevator Panels – DONE
- Security Cameras in Recycling Center - DONE
- Sink hole repair on Spyglass – DONE
- Cliffside Bridge Repairs – Kenrick helping with engineering inspection
- Community Roads – hot crack filling – Kenrick assisting with obtaining estimates
- Emergency generator for community center – pushed to 2012 due to \$8,000 needed for surprise repairs to drain on Spyglass

**WATER ISSUE – working with SBR on final proposal to repair.**

**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.**

RECREATION REPORT  
JULY 2011

Recreationally speaking . . .

Saturday, June 25, saw us at the Becks' Luau - lots and lots of costumed folks enjoying lots and lots of great food and obviously enjoying themselves - lots and lots! Prizes were awarded: Dollar Store gift bags containing luau-related trinkets went to: Lovely Luau Lady, Kathy Scott, Hunky Hula He-Man, Jim Mroczek, 2<sup>nd</sup> Place Congeniality Award, Bob Eisenberg. Best Costumed Luau Couple was won by Alan and Kristie Braun and they received for their efforts two tickets to the RPO July 2<sup>nd</sup> celebration at the CMAC shell. Everyone had a great time, and many thanks to John and Ellen for their hospitality - and the great grand prize donated by them.

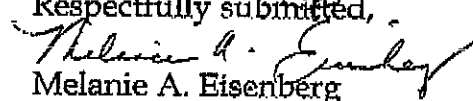
Please reserve July 30 for the Harbour Lane Hoedown. Hank and the Hustlers will regale us with their dance calling and great music. Karol Mroczek has been diligently preparing us for our dance recital - line dancing routines for those who do not square dance. It promises to be an enjoyable and fun-filled evening.

Fritz Fouquet, and his Pickleball People continue to burn up the courts, enjoying themselves and singing the praises of the sport. I have noticed of late, also, that the tennis courts are busier than they have been, and that's a good thing. Everyone out there, exercising and enjoying our lovely weather - it's a great sight to behold. Greg Mulhern reports that the golf course has been quite busy of late, also, and weddings scheduled nearly every weekend. A beautiful facility such as Bristol Harbour Lodge and golf course should be constantly enjoyed - especially during the summer season.

The Century Tournament was held Saturday, July 9 and you couldn't have asked for a more beautiful day! It was extremely well attended and everyone was thoroughly enjoying themselves. The Recreation Committee supplied water and cookies for the participants and spectators, and it was most appreciated. We made a presentation to Muriel Coleman of a lilac bush that, I understand, has already been planted to honor Bill Coleman and Muriel both, who have contributed so much to the sport of tennis - and life in general - at Bristol Harbour. All in all, it was a wonderful event.

In August, we are attempting to coordinate a "Meet the Candidates" Neighbors' Night at the Community Center Saturday, August 27<sup>th</sup>. It will be the same format: bring your own drink and a dish to pass, although we will be hosting the folks who are running for elected Town of South Bristol positions. Although your BHVA Board does not endorse one particular candidate over another, we do want you all to have the opportunity to meet the candidates and perhaps have the opportunity to talk with them, share ideas, etc. Please join us - it should be a very enlightening and enjoyable evening.

I continued to try to plan a September Neighbors' Night at the Heron Hill Wine Tasting Room - just up the road a bit. 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. More to follow on details.

Respectfully submitted,  
  
Melanie A. Eisenberg

BHVA Board of Directors  
Finance Report  
7/28/2011

Current Financial Report:

Board members have received the financial statements for June, 2011. There have been no major changes in the Villages financial position.

- Available cash is \$75,000
- Receivables have been consistently around \$10,000, The issues with Greywood will be addressed by the Board.
- The Operating actual income and expenditures continue to trend as in the past.
- Surplus for the year after contribution to the Reserve and Community fund is \$17,300.
- Maintenance Reserve Fund is \$75,000.

Other Financial Issues:

- the 2010 annual audit has not been submitted to the Board .
- The Finance committee is beginning to discuss the 2012 budget. I am requesting Board input on committee and Board financial recommendations for next year. In particular, please list any infrastructure and equipment needs for next year, committee budget needs, any other anticipated major expenditures and any changes in income projections. The Finance Committee would also like to develop budgets for recreation, marketing and other Board Committees. The next Finance Committee is tentatively scheduled for Monday, August 22, at 4:00. All Board members are encouraged to attend.
  
- The Finance Committee has presented a great deal of input to the Reserve study and are looking forward to participating in the discussion of the study with the Board.

Thank you,  
Jim Mroczek

**Notes on South Bristol Town Board Meeting  
July 11, 2011**

**The road in front of the Town Hall will not be closed (there will not be a detour) when they make repairs to the road.**

**The town qualifies for funding from FEMA. Process will begin July 12.**

**There will be pothole patching on Seneca Point Road.**

**Public hearing for Docking and Mooring Law will be September 12 prior to the TBM.**

**Regarding the Steep Slopes Law: the Board thought that they had successfully passed the law last month. However, because of the small changes that were made to the document, they had to resind the law at the July meeting and reschedule a new public hearing for August 8, prior to the TBM, to let people know about the changes and revisions.**

**Ellen Monagan**

AD HOC COMMITTEE FOR EVALUATION OF MANAGEMENT SERVICES REPORT TO THE BOARD 7/28/11

SUBMITTED BY KATHY J. WYDRA

For the ad hoc committee report tonight I'd like to start by addressing some concerns and questions expressed by a few members of the community. Many of these have been addressed in past board meetings, so I apologize for any redundancy.

Let's start by addressing the resident survey. We are well aware of the positive responses to the current management company and have made that clear at many meetings. The survey was conducted by the ad hoc committee for the purpose of collecting information that would guide the RFP and bid process. As is common with all surveys and other such tools it can have pitfalls. From my observations, for instance, there were some responses from both adults in a single household which can skew the data; likewise, it was clear by some of the responses (and the corresponding address) that some folks were answering based on their own individual homeowners associations and not BHVA; and some questions were answered with more than one answer which also can skew the data. That being said, the purpose of the survey was to collect opinions from the community as to the services what were working well or those things that could be done better. There was never an intent to use the survey as a tool to replace the ad hoc committees obligation to do due diligence in a CAI process to review management service companies.

I would like to respond to an outsourcing question that was raised. Our management service is already outsourced as we do not own Kenrick nor are the on-site employees of BHVA. Essentially the management of the community has already been outsourced to Kenrick for the last 7yrs. when it was transitioned from Dan Conroy to Kenrick. The BOD may consider other "outsourcing" opportunities as they relate to maintenance as we do now with things like plantings, engineer reports, road work etc. We will always consider the cost/benefit of such items.

In all our conversations with various management companies we were very clear that the community desire is to have on-site personnel and all bidders have agreed to comply with that request. Regardless of who is chosen, we would really like to retain the current on-site personnel if indeed that is their desire. This brings me to another issue that has been raised regarding the signing of "non-compete" clauses by current on-site personnel. I would refer those who are interested to look up on the internet the NYS view on non-compete clauses and their enforceability. This is merely a suggestion and does not constitute a legal opinion on the matter which is not within the purview of this report or this committee.

Because of our commitment to having on-site personnel this should answer and resolve all concerns with daily oversight of violations, water issues, monitoring of the recycle center etc. and etc.

Part of the ad hoc committees review was the proposed management fees although we never indicated we would award a contract to the lowest bidder.

The ad hoc committee will be making a formal executive summary to be delivered to the BOD within the next few days and ask for a follow up BOD executive session meeting thereafter. The ad hoc committee has also recommended to the BOD to direct an executive session of the Finance Committee to make an evaluation of the financial aspects of the proposal.

In conclusion I will ask for dissolution of the ad hoc committee when the final recommendation is made to the BOD.