

Bristol Harbour Village Association

June 24, 2010

Board Meeting Minutes

Members Present: Richard Booth, Candace Ryan, Melanie Eisenberg, Leo Raab, Richard (Dick) Scott, Bruce Hunt, Kathy Wydra and Mark Moretti.

Excused: Ellen Monagan

Others Present: Jay Adams, Michelle Alvaro, Mattie Bicknell, Fred Sarkis, Greg Mulhern and Kathy Scott

1. **Call to order:** Meeting was called to order at 7:06 pm

2. **Opening Remarks:**

- Richard Booth provided the following:
 - Read a June 5, 2010 letter submitted by George and Consuelo Kotlik in regards to unapproved tree removal that was conducted on their property.
 - Had Candace Ryan read a letter that was submitted to Candace in regard to the Citizen of the Year Committee. The Citizen of the Year Committee is not a standing committee. It is a single purpose committee that was formed 3 years ago and is not required to follow a similar organizational format. Ed Marshall was thanked for submitting the letter.

3. **Privilege of the Floor:** Privilege of the Floor will open for questions for 10 minutes. After the time allotted, the floor will close until 'New Business' at the end of the meeting. At this time, the Board will take questions that pertain to this meeting. There is no visitor participation during the meeting. Privilege of the Floor will be re-opened at the end of the meeting.

- Fred Sarkis-28 Cliffside Drive: The article 78 proceeding with the Town of South Bristol has been postponed until July 20, 2010.
- Kathy Scott-50 Cliffside Drive: Commented that the pad in front of the recycling center looks good but questioned whether the dip in the road to the pad is going to be completed. Leo Raab responded that it would be corrected.

4. **Approval of May 27, 2010 Board Meeting Minutes:**

Motion for approval of the May 27, 2010 Board Meeting Minutes by Kathy Wydra, seconded by Leo Raab, motion carried.

5. **Reports:**

Property's Manager's/Site Manager's Report-By Michelle Alvaro:

- The Manager's Report and the Superintendent's Report were handed out to the Board members.
- Michelle Alvaro stated that she will have the updated 2010 project list at the July Board meeting.
- Michelle reported that there is no parking allowed along lower Cliffside Drive in the fire lanes. This is an ongoing problem and the signs are being ignored.

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Emergency vehicles cannot gain access when vehicles are parked along the road. Michelle is going to follow-up with Don Desmith from the Ontario County

Sheriff's Department to determine the procedure for ticketing and/or towing vehicles illegally parked in these areas.

Bristol Harbour Resorts-By Greg Mulhern:

- Greg Mulhern stated that water will be turned on at the beach prior to the July 4th holiday.
- There will be an attempt to get the shuttle service for the July 4th holiday, but there is a possibility a driver may not be available. BHVA and Bristol Harbour Resorts will share the expenses.
- Greg stated that the docks are walked daily and every Friday necessary repairs will be made to the docks. Worn boards are being replaced. Treatment is completed on the docks once a year.
- There still is a port-a-potty for use until bathrooms are completed.
- Bathroom project is still ongoing. Both bathrooms will be unisex. Most of the project will be completed by July 2nd except for the floors. Bathrooms are currently being cleaned 3 times weekly.
- There was discussion that centered on the location of the light switch and its accessibility.
- Greg did discuss an e-mail he received regarding a sewer smell near the lagoon. He reported that there are no solids in the lagoon. Discussion followed.

6. Standing Committee Reports:

Environmental Committee (EC) Report- By Richard (Dick) Scott:

Dick Scott provided an overview of the following:

- The committee received 20 applications for review this month. A few applications that were received were for emergency repairs that required immediate attention.
- Correspondence to residents who did not follow EC policy and procedures were reviewed and discussed.
- Applications were received from Graywood Custom Homes to build 2 model homes, one on Hagen Trail and one on Lakewood Trail. Residents will be encouraged to review the plans and submit questions/concerns to the EC which will then be relayed to Graywood.
- The committee drafted policy on EC fines and violations and these were given to the Board for review and input. Discussion followed.
- Graywood Custom Homes had submitted an application to build a model home on Hagen Trail last month and withdrew the application.
- Discussion centered on solar/wind power and how it may affect BHVA if residents want to utilize this means of power for their homes. This is not covered in the current guidelines. Discussions should begin how to address this within the village. Should resident input be obtained? This will be discussed at the next EC meeting.

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Motion to forward a letter to Mr. and Mrs. Kotlik explaining additional fines and inviting them to share concerns with the Board at the next Board meeting by Mark Moretti, seconded by Candace Ryan, motion carried.

Motion for approval of the Environmental Committee Report by Dick Scott, seconded by Leo Raab, motion carried.

Facilities and Maintenance Committee Report-By Leo Raab:

Leo Raab provided an overview of the following:

- The committee is researching a possible joint venture with Bristol Harbour Resorts in regards to a new barn for maintenance staff; a barn that could be leased from Bristol Harbour Resorts and could be used by BHVA and Condominium staff. The current barn does not provide enough adequate space for staff and we need to start looking towards the future especially as the village grows. This is just in the discussion phase at this time.
- Leo met with the former Community Center Committee and they would like to like to see projects completed that were discussed previously.
- Reviewed the May 21, 2010 walk around notes. These will be utilized for future BHVA capital reserve projects.
- An e-mail was received from a resident concerned about the wet area by the mailbox. Leo Raab met with Paul Lamphier and determined there are not any water pipes located in the vicinity and that a natural spring runs through this area. This is not on the project list at this time.
- The Golfside Circle project is ongoing. The concrete pad in front of the recycling center is complete. The drainage is almost complete. Milling has been completed on the roads and the parking lot.
- A safety grate will be required for the drainage outlet on Golfside Circle.
- Changes in the plan necessitated by construction discoveries have resulted in some additional charges. Lack of support material in areas under the new pad required additional excavation, additional stone base and concrete which will cost approximately an additional \$2,600.00.
- Some worked planned but not required will offset some of the additional costs. There is not a need for approval of additional monies at this time. Leo is waiting for a detail of costs. If additional monies are needed, he will e-mail the Board.

Motion for approval of Facilities and Maintenance report by Leo Raab, seconded by Kathy Wydra, motion carried.

Recreation Committee Report-By Melanie Eisenberg:

Richard Booth welcomed Melanie Eisenberg to the Board as its newest member. She will be completing the term that was previously held by Patt Jones, who resigned in May as she was no longer a resident of Bristol Harbour.

Melanie Eisenberg provided an overview of the following:

- Please refer to the latest Villager which outlines many of the activities taking place in Bristol Harbour.

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- New ideas are always welcome. There is discussion of reinstating the “Welcome Wagon” for new residents. The goal is to have one or two people from each street act as greeters to new residents.
- There is discussion of reinstating the garage sale. The last one was previously held at the South Bristol Cultural Center, but the idea is to host it at the Community Center.
- Melanie announced an open invitation to residents to attend an informational meeting on Friday, August 20, 2010 to talk about future recreation projects, parties, events, etc. and to possibly recruit volunteers for the recreation committee.

Motion for approval of Recreation Committee report by Melanie Eisenberg, seconded by Candace Ryan, motion carried.

Treasurer’s Report-By Bruce Hunt:

Bruce Hunt provided an overview of the following:

- BHVA is currently running \$41,000.00 under budget in operating expenses and have a cash balance of \$126,000.00. These numbers will change due to the fact we are into the busy season in BHVA and the road project has not yet been completed.
- There is \$8,000.00 in open receivables but Bruce has made progress by speaking with residents directly about the seriousness of collections. Discussion followed regarding the collection process and implementation of liens.

Motion for approval of the Treasurer’s Report by Bruce Hunt, seconded by Dick Scott, motion carried.

7. Special Committee Reports:

Town Board/Planning Board/Zoning Board-By Ellen Monagan:

There is not a report at this time.

Bristol Harbour Resorts/Steering Committee Report-By Mark Moretti:

Mark Moretti provided an overview of the following:

- Regarding the assessment issue (compromise), Mark stated that it was a partial success. The Board of Assessment agreed to reduce from \$348,800.00 to \$229,500.00. A judicial petition should be submitted which includes the proposed compromise of reducing taxes down to \$10,000.00 over a 3 year period. \$75,000.00 the first year; \$35,000.00 the second year and \$10,000.00 the third year.
- Many items were previously discussed under the Bristol Harbour Resorts report.

Motion for approval of Bristol Harbour Resorts/Steering Committee Report by Mark Moretti, seconded by Kathy Wydra, motion carried.

Communications Committee-By Kathy Wydra:

Kathy presented a draft mission/vision statement to the Board for review, input and for discussion at the July Board meeting. This mission/vision statement could be used by the Nominating Committee for potential Board members.

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Motion for approval of the Communications Committee Report by Kathy Wydra, seconded by Leo Raab, motion carried.

Nominating Committee-By Richard Booth:

Richard provided an overview of the following:

- The committee met on July 7, 2010 and two candidates were interviewed.
- Some new questions were developed for candidates as well as an overview of BHVA operations provided to them. As a reminder the committee is always looking for new members.

Motion for approval of the Nominating Committee Report by Richard Booth, seconded by Leo Raab, motion carried.

Citizen of the Year Committee-By Candace Ryan:

Candace provided an overview of the following:

- The committee has met.
- D.J. Hubler is the Chairperson for the committee and all past recipients are members of the committee.
- Reminders for nominations for Citizen of the Year will be forwarded via e-mail, the Villager and posted on the bulletin boards. Nominations will be accepted until the end of August.

Motion for approval of the Citizen of the Year Committee Report by Candace Ryan, seconded by Bruce Hunt, motion carried.

8. Special Committee Reports:

- Additional shelving has been contracted for the library.
- Leo Raab wanted to remind the Board that he is still conducting a use survey on Dan Stephens truck and is reviewing options and will present at a future Board meeting.

9. New Business:

- Mattie Bicknell-4 Spyglass Hill: Did state to Greg Mulhern that there is an area in the bathroom (pipe) where you can see through the wall. She also expressed her concern about the location and height of the light switch. Greg responded.

10. Motion to Adjourn:

Motion for adjournment at 8:28 p.m. by Leo Raab, seconded by Dick Scott, motion carried.

11. Next Meeting:

July 22, 2010 at 7:00 p.m. at the Community Center.

Minutes Approved July 22, 2010

Michelle Alvaro; Recording Secretary-BHVA Board of Directors