

## **HICKORY GROVE VILLAGE CONDOMINIUM MONTHLY MEETING MINUTES**

Meeting Date: May 13, 2020

Time: 1:00 pm

Video Conference

- 1. Meeting called to order by:** Darcy Young at 1:09 pm.
- 2. Present:** Gary Frost (audio only), Connie Grasso, Jim Guy, Rick Jachimiak, Darcy Young, and Mike Harmon.
- 3. Guests and Membership Participation:** None.

The Board of Managers asks that concerns be put in writing so they can be reviewed and put on the agenda for the next meeting.

- 4. Approval of Board Minutes:** Upon a motion by Jim Guy, seconded by Gary Frost, the minutes for the regular meeting of March 11, 2020, were accepted for filing.
- 5. Financial Report:** Upon a motion by Rick Jachimiak, seconded by Darcy Young, the financial statements for March 2020 and April 2020 were accepted for filing.

CD Liquidation. Upon a motion by Jim Guy, seconded by Gary Frost, the deposit of the proceeds of the KeyBank certificate of deposit into the KeyBank savings account was authorized, after it matures on June 1, 2020.

Checking account balance as of meeting date: \$17,283.80

Management Discussion of 2019 Annual Statement. The Board discussed the 2019 Financial Statements, the Additional Notes to the Financial Statements (in the memorandum dated April 20, 2020), the analysis, and the recommendations (as in the memorandum "2019 Annual Statement Discussion" dated April 28, 2020). The 2019 Annual Statement and both memos are available to residents on the community website. Both memos will also be mailed with the 2019 Annual Statement to all Unit Owners.

**6. Administrative and Legal:** The following items were discussed.

- A. A slip and fall incident in front of 133 Blossom Wood.
- B. The postponement of the Town of Cheektowaga 2020 reassessment program.
- C. Potential By-Law updates.

**7. Maintenance:**

- A. The RPZ (Reduced Pressure Zone) tests were completed by Western New York Plumbing on backflow devices, and the corresponding certifications were sent to the appropriate Erie County Departments.
- B. A tree split and fell in common area behind 27 Hickory Grove. The fallen branch was removed by TME Landscaping.
- C. The homeowner at 34 Yvette removed wood that was piled up against the Association's fence.
- D. The assistance of the Town of Cheektowaga was sought to resolve the apparent sump pump discharge pipes in the common area behind each, 7 Hickory Grove and 11 Hickory Grove.
- E. The 2020 utility bed mulching is starting this week.
- F. Erie County did a temporary patching of pot holes at the exit to French Road. A full repair is not expected until August, 2020.
- G. Bricks at the standard near the mailboxes need realignment. Gary and Jim look into this item.
- H. Mike Harmon is looking into repairing siding damage at 27 Hickory Grove caused by landscaping activities.
- I. A resident observed an employee of the landscapers raking leaves and lawn debris into the fence. The landscaping company was notified.
- J. Branches were found along western fence that were apparently from electric company trimming. The landscaper removed the branches that were later moved toward the street by a resident.
- K. Fence repairs are needed in several places. Jim and Gary will identify specific locations and assess needed repairs in preparation for a Request for Proposals.
- L. The Pond phragmites were discussed. There was an above-the-water trimming around the edge in 2019. The pond Reserve Fund was \$3,600 at April 30, 2020. No major pond work is planned for 2020.
- M. There is a trip hazard in the sidewalk in front 133 Blossom Wood. Mike Harmon will look into whether raising the sunken pad would be a less expensive repair than its replacement.

- N. The landscaping company was complemented for its repair of edging corners in some flower beds.
- O. Various dead shrubs in utility beds will be removed by the landscaping company.
- P. Dead trees will be removed at 37 Blossom Wood and 71 Hickory Grove.
- Q. The Board discussed obtaining multiple bids for larger projects. The consensus is to always obtain multiple bids for projects over \$5,000. Multiple bids might also be sought for smaller jobs, where appropriate.
- R. The mailbox metal support posts are rusted. They should be scraped down, sealed with a rust inhibitor, and painted.
- S. The flag near the mailboxes was removed as it was becoming tattered. Obtaining its replacement has been temporarily delayed by the COVID-19 shutdown.
- T. A resident requested a re-examination of the automatic sprinkler schedule to help avoid a wet lawn during mowing.
- U. Seasonal Lawn Care is planning a lawn application in the community for May 14. The Spring tree application has not yet been done.

**8. Communication:**

- A. An Architectural Change application to install gutter guards at 36 Hickory Grove was approved.
- B. An Architectural Change application for an enclosed patio addition at 68 Blossom Wood was denied.

**9. Old Business: None**

**10. New Business:**

- A. The potential impact of the COVID-19 pandemic on the Annual Meeting and voting was discussed. No summer meeting is planned at this time.

**11. Next Board Meeting:** July 1, 2020 at 5pm<sup>1</sup>.

**12. Motion for Adjournment by:** Jim Guy, seconded by Rick Jachimiak. The meeting ended at 2:56 pm.

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<sup>1</sup> The July 1 meeting was subsequently rescheduled to June 8, 2020