

**Park Place Board Meeting
Board of Directors Meeting
Meeting Minutes
Thursday, January 20, 2022
7:00 PM**

CALL TO ORDER

Meeting was called to order at 7:01 pm

BOARD MEMBERS PRESENT

Marie DelGiorno - Secretary
Marcia Weinstein – Treasurer
Michael Bernstein - Director
Dino Rossi – Director
Wayne Silverman – Director

BOARD MEMBERS ABSENT

Michael Wagner – President
Tom Holden - Director

MANAGEMENT PRESENTATION

Steve Tillinghast – Property Manager
Foster Premier Inc.

STANDING BUSINESS

Treasurer's Report: Upon motion duly made, seconded, and unanimously carried the Board of Directors approved the December 2021 Financial Report as an unaudited statement at the time of the meeting. The Motion was approved.

Secretary's Report: The Meeting Minutes from December 16, 2021, were presented. Upon motion duly made, seconded, and unanimously carried, the Board of Directors approved the December 16, 2021, Minutes as written. Motion was approved.

EXECUTIVE COMMITTEE REPORTS

Executive Committees: The Board of Directors has established five Executive Committees. The purpose of these Committees is to fulfill a particular role by addressing specific community issues, assess problems and recommend solutions. The five Executive Committees are:

- *The Architectural Committee*
- Michael Wagner – Chair
- Marsha Weinstein – Secretary
- Wayne Silverman – Director

- *Communications/Covenants Committee*
- Michael Bernstein – Chair
- Marie DelGiorno – Secretary
- Marsha Weinstein – Director

- *Communications/Website*
- Michael Wagner

- *The Finance Committee*
- Marcia Weinstein – Chair
- Michael Wagner
- Michael Bernstein

- *Landscaping Committee*
- Tom Holden – Chair
- Michael Wagner
- Dino Vignali

- *Ponds/Wetlands Committee*
- Marie DelGiorno – Chair
- Dino Vignali

Communications/Covenants Committee:

Park Place Website: The Board is in the process of revising the Park Place Website and is considering some new/revised features i.e., homepage, downloadable forms, homeowner portal and payment portals are some of the possibilities currently being considered. Bluehost will be our Domain Service. Goal is to get new website up and running by end of February.

PPI Google Drive (Document Repository): All Association Governing Documents will be stored on this site. A back-up will also be maintained elsewhere in the event of accidents or recovery is needed. Upon motion duly made, seconded, and unanimously carried, the Board of Directors approved creating a Document Depository on Google Drive. The Motion was approved.

Proposed Leasing Amendment: Revision to Article Eight, Section 8.10 (new) Leasing of Units was revised from a 10% to a 15% limit on rental/leasing of Units. Upon motion duly made, seconded and unanimously carried, the Board of Directors approved the First Amendment to the Declaration for Park Place of Itasca. The Motion was approved.

A packet with the following enclosures will be mailed out to all the Park Place Homeowners. The packet will include a cover letter describing the purpose for the proposed change, a draft of the proposed First Amendment to the Declaration for Park Place of Itasca and a meeting date, time, and place where the Association Attorney, Board of Directors and Property Manager will formally present the proposed Amendment to the Homeowners. There will be a Q&A session following the presentation.

Guest Parking Form: A revised Guest Parking Form has been drafted and will be mailed out to all the Homeowners. The modified form will also be uploaded to the website.

Ponds/Wetlands Committee:

Wetlands: The 2022 contract with McGinty is a Stewardship and Planting program for the 2022 season. An extensive clean-up and burn of the area were done in November 2021. McGinty will be implementing a stewardship program for 2022 that will include selective herbicide applications, hand weeding of certain invasive species and selective mowing targeting invasive species in the Wetlands. They will also be planting native plants, rose mallow shrubs, and a variety of native plantings in the Spring/Fall of 2022 to enhance the appearance of the wetland area.

Ponds: Aquatic Ecosystems is a new Contractor, and they will be managing the Ponds for 2022. They will be providing seasonal service for seven months of service beginning in April and ending in October of 2022. They will be monitoring algaecide applications, doing seasonal pond dye treatments, chemical restoration treatments, spreading a total of three shoreline and systemic herbicide applications and removing vegetation once the herbicide treatments take effect.

Finance Committee:

2022 Budget/2022 Board Meeting Schedule: The 2022 Budget and Board Meeting Schedule was mailed out to the Park Place Homeowners. It was confirmed that the 2022 Budget was mailed and received but the Homeowners did not receive the 2022 Board Meeting Schedule. Steve Tillinghast will resend the 2022 Schedule to the Homeowners.

The Committee Report was presented, and discussion ensued regarding Post Reserve Expenses. The most current update to the Reserve Study was done April 6, 2020. The Board will consider a line item for the 2023 Budget for updating the Reserve Study.

Architectural Committee:

Coach Light Replacement: Update was given on status of Bids to replace the Coach Lights on all units. The Board determined that the color of the front and back Coach Lights should match. Homeowners will be notified that their coach lights will be replaced. If any HO wishes to opt out they will have to notify the Management Company otherwise all lights will be replaced. More information to follow as to when this will be scheduled.

Sealcoating Driveways: Twin Bros 2022 Contract for Asphalt Driveway Replacements was presented. Upon motion duly made, seconded, and unanimously carried the Board of Directors approved the 2022 Asphalt Driveway Replacement Contract. The Motion was approved.

Unit #139 and #328: Steve Tillinghast will request an additional bid from Twin Bros for sealcoating these driveways.

Streetlights: #281 Bay Drive: Street Lamp near this unit is unstable and light is not working probably. Steve Tillinghast will have someone look at it and advise what repairs need to be made.

Window Replacement: Board is gathering Bids on a Window Replacement Project. The scope of work will include a maintenance audit, window inspection, and an *incremental* replacement schedule for all the units in Park Place starting with the oldest buildings to the newest buildings. More updates to follow.

Buy Rite Windows: Contractor advises that orders for new windows are taking anywhere from 16–20 weeks.

#27 Bay Drive: Steve Tillinghast will request a second quote from another Contractor for replacement windows for this unit. Steve will also contact the Homeowners to advise them of the current wait times.

Balcony Evaluations on Raised Units: ESS Engineering Support Services will do a balcony evaluation project for the following units: #28, #43, #54, #103, #133, #143, #146, #156, #157, #159, #197. ESS will perform an evaluation of the wood balcony decking, framing, and railings to determine the scope of any repairs that may be needed. The intent of this inspection is to determine whether any structural deficiencies exist with the balconies that necessitate repairs.

Landscaping Committee:

Tree Removal: Steve Tillinghast will request Bids from Cesar Lawn and Tree Service, Acres and Davey Tree Service to remove approximately 12 dead Elm and Buckthorn trees in the wooded area on the west side of the large pond.

OPEN FORUM

Discussed putting house numbers on Garbage Cans. The Board thanked the Homeowners for attending the meeting.

EXECUTIVE SESSION

The Board entered Executive Session at 8:40 pm. At that time the Board discussed current violations, delinquencies, and legal matters.

ADJOURNMENT

The Board reconvened back into the regular meeting at 8:50 pm. There being no further business for the Board to discuss, upon motion duly made, seconded, and unanimously carried, the Board of Directors adjourned the January 20, 2022, meeting at 8:55 pm.

Marie DelGiorno

February 17, 2022