

## Georgetown East Meeting Minutes

### HOA Board Meeting Date: Tuesday, April 15, 2025

Meeting Location	Ameritech Offices – 24701 US 19 N
Board Member Attendees	Karen Bartoszek, Diana Tischendorf, Carol Feinberg, Andy Wright, June Thompson, Gerard Bribiescas, and Mark Nicely via Zoom
Quorum	Roll Call - Quorum established
Board Member Absentees	All present
Community Management Representative	Janice Sofia – filling in for new PM
Meeting - Called to Order/Adjourned	Call to Order – 6:27pm Adjourned – 8:22 pm
Minutes Prepared By	Diana Tischendorf
Next Meeting	Tues. May 13, 2025,

☐ **CERTIFY PROOF OF NOTICE** – Proof of Notice was posted on neighborhood bulletin boards, Sunday, April 13<sup>th</sup> at 11:30am by Karen Bartoszek in accordance with Association By-Laws. And Proof of Notice provided on our Web page.

☐ **LAST MEETING MINUTES** – Carol made motion to accept Jan and Feb 2025 Meeting Minutes, Mark seconded. Meeting minutes for Jan and Feb 20205 approved.

#### ☐ **OFFICER REPORTS –**

**President's Report** – Karent Bartoszek reviewed.

We are currently going through change right now with transition to a new Property Manager. Janice is filling in tonight for our new PM Michael Diorio who we will be welcoming soon. Discussed repurposing Low Hanging Limbs sign over where the Oak was removed in Westborough hammerhead. Possibly a change of message on the sign to eliminate extra cost to remove sign. Some service electrical quotes are coming in where lights are out on monument sign at Beacon Place. Possibly another outage at Kensington and Marshall.

**Treasurer's Report:** Presented by Mark Nicely (Linda Marshall has been helping over transition)

#### **YTD**

- Right now, we are \$24,790 ahead of budget; some of this is attributed to collection of legal fees, and pre-paid HOA fees. This should be made up throughout the year.
- Also, \$2250 received for reimburse for tree removal. There is \$2k from a resident fine that will carryover.

#### **Assets**

- Currently at \$251K total assets.

#### **Full Year Budget**

- Overall, full year is going according to plan and budget.

Gerard moved to approve Treasurer's Report; Carol Seconded.

Discussion: Question came up on 1104 Dartmouth amount of \$2k with attorney. Do we know status on where this is with attorney? Question on whether notice ever received by Homeowners. Due to some past notices never being received by homeowners – Karen proposing that the late fees be waived. Over a year old. 1<sup>st</sup> Step – Janice will find out if notice from Ameritech was sent certified. 2<sup>nd</sup> step – take it to attorney. There's another home w/ attorney related to wall we just repaired. This home also has a trend of paying 3 months at a time late and continually accrues late fees over 3-month periods. Pull the ledger on both homeowners. Janice will pull together for next meeting and address. Also brought up an Ameritech Website compliance monthly fee. Janice confirmed this is a charge to maintain all the compliance docs that now need to be on the website. Website fee explanation should be added as a topic for next board meeting along with possible look at new Management Companies. Janice will go back and look at monthly attorney's invoice with status on any owner activity.

Motion made by Gerard to approve Treasurer's Report, Carol Seconded all in favor – Treasurer's Report approved.

#### □ **MANAGER'S REPORT –**

No Manager's Report this month due to change in Property Manager in progress

#### □ **NEW MANAGER INTRO**

There have been concerns with PM on responsiveness, letters not going out and delays with follow-up. Board was referred to Michael Diorio as our new named PM. With Michael's arrival there will be a conflict with the move to 3<sup>rd</sup> Tuesday for Board Meetings. Would require we move back to 2<sup>nd</sup> Tues of the month. Karen motioned for a move Board Meetings back to 2<sup>nd</sup> Tues of the month, and we have Michael Diorio back as our Property Manager. Discussion: The synch system allowed Roth to pull financials in advance, and Roth is coaching Mark and Linda on this. Jennifer had indicated that Financials can come out between the 8<sup>th</sup> and 10<sup>th</sup>. Motion to change meeting back to 2<sup>nd</sup> Tuesday of the month was seconded by Diana. Motion passed to move Board Meetings back to 2<sup>nd</sup> Tuesday of the month 6:30pm

Board has decided to table discussion on change of Management Companies to give Michael a chance.

#### □ **OLD BUSINESS –**

- Hurricane Task Force in progress
- Community Update Pending – Can include latest updates on lease submission process and best practice on ASC requests and the consequences of submitting one after the fact. Do we know what current packet looks like to new move ins? Ameritech will bring physical Welcome Packet to next meeting. Locating appropriate forms on the Website can be confusing for new homeowners.

#### □ **COMMITTEE REPORTS –**

**Architectural Standards Committee:** Karen presented  
4 requests came in for approval this month.

ASC Committee approved and brought forward for a Board vote. Karen brought forward the following requests this month: 502 Westborough Window replacement, 508 Westborough Windows, 515 GTP

retractable awning which exceeds requirements and 415 Westborough Paint change. Karen made a motion to approve, All in favor. 4 Requests approved.

New Paint Book color additions for approval: Sundial - Yellow, Buxton Blue and the Saybrook Sage - Green. Call made for a vote: All members in favor. The three new colors were approved.

Gerard provided a 2<sup>nd</sup> Draft of Arch Standards Manual with Policies. Review of anything listed as 2025 would be revisited and up for a vote. Hurricane components included. Gerard would like to move this forward. Very thorough and good work. Action Items: Review by members and make notes prior to a vote. ASC chair is still needed. Working to identify who this will be. Karen continues to serve as interim chair.

#### **Grounds Landscaping Committee-** Karen covered

Walk through with Dannys Tree Service is coming up Apr 26<sup>th</sup> on trimming and health needs and for a look at the Palms. For landscaping along new Kensington wall, we will need to get numbers from MuGrow. We can repurpose stones on Marshall street and use along Jeanette's wall to fill gaps. Mulch was placed in common areas. MuGrow is back to weekly lawn care. Grounds Committee is also looking at Westborough and Kensington to address pond levels.

#### **Infrastructure Committee –** Mark Nicely covered

Wall Project 409 GTP/1104 Dartmouth – Mark recommended going with Boyd and moving forward with Stucco on Wood. Motion by Karen to go with Boyd to replace the wall at \$26,300; + \$298 Permitting Fee. Motion made to accept bid from Boyd for \$26598 for wall replacement of 409 and 1104 Stucco on Wood. Discussion: 1104 will be reimbursing for their responsibility.

Gerard seconded Karen's motion. All in favor. Motion passed to move forward with Boyd Stucco on Wood at \$26,598 for replacement of 409 GTP/1104 Dartmouth Walls.

Marshall Street Wall Replacement - Mark received a contract today and another one is expected in. Mark is ensuring we don't rush into anything and do our due diligence on all details. The preference is more towards block due to durability and life. We are having a special Marshall Street Wall meeting on Tuesday, May 6<sup>th</sup> at 6:00pm to cover the wall project and expenses. All the bids should be in by then, and the meeting will allow us to see the budget against what we have remaining in reserves for all 3 projects. There should be enough in reserves for a deposit with the chosen company. A better idea of all total costs expected at the upcoming meeting. There will be a requirement for a street marshal with associated expense over the demolition period. Reserve is at about \$73K in reserves with \$60k left towards wall reserve.

Temp Fence Extension. We are extending temp fence contract. Need to repurpose to secure Leo's fence. Currently on the grass by Kensington Pond and should be moved off grass and onto sidewalk. Gerard moved to approve the extension of the fence contract, not to exceed \$2000. Carol seconded. All in favor. Motion passed for extension of the temp fence contract not to exceed \$2000.

Electrical Work at Beacon Entrance – best quote at \$1999 from Consolidated Electric. Another bid response received from Ashton Electric for \$3700. Karen made a motion that we accept the bid from Consolidated Electric. Andy seconded. All in favor. Motion passed to select Consolidated Electric's bid for Beacon Entrance Electrical Work – Transformer replacement and install of new electrical panel.

#### ☐ **NEIGHBORHOOD ENGAGEMENT TEAM –** June covered Engagement Team activity

Current members remaining on the team with June are Rose and Donna. June went over team's mission; 1. Welcome new homeowners to community. 2. Plan two or more neighborhood events for the year. 3) keep

an eye out for neighbors who need help with storm prep or clean up. June came up with a four question Survey that she shared that will be distributed out for neighbors to complete. Also, June shared a draft of a neighborhood Welcome Letter. Letter should be part of Welcome Packet along with a small Welcome Gift kit. June provided a prototype of welcome gift kit. More collaboration to come on this, and Ameritech will be providing a sample of the Welcome Packet they currently send out to new homeowners at next meeting.

☐ **HOMEOWNER’S COMMENTS – (3 minutes per resident)**

No homeowner comments

☐ **ADJOURNMENT** – Motion to adjourn by Karen at 8:22pm, Andy seconded, all in favor. Meeting adjourned at 8:22pm.