

Georgetown East Meeting Minutes
HOA Board Meeting Date: Tuesday, December 10, 2024

Meeting Location	Ameritech Offices – 24701 US 19 N
Board Member Attendees	Karen Bartoszek, Pamela Bell, Mark Nicely, Diana Tischendorf, Dan Kistel, Andrew Wright (remote)
Quorum	Roll Call - Quorum established
Board Member Absentees	Gerard Bribiescas
Community Management Representative	Janice Sofia
Meeting - Called to Order/Adjourned	Call to Order – 6:33pm Adjourned – 7:22 pm
Minutes Prepared By	Diana Tischendorf
Next Meeting	Tues. January 14, 2024.

† **CERTIFY PROOF OF NOTICE** – Proof of Notice was posted on neighborhood bulletin boards, Sunday December 8th, 2:00pm by Karen Bartoszek in accordance with Association By-Laws.

† **LAST MEETING MINUTES** – November Board Meeting Minutes to be approved at January 2025 Board Meeting.

† **OFFICER REPORTS** –

President’s Report – Karent Bartoszek reviewed.

- Clean up of the Violations workflow and timeliness expected, using new CINQ System and Angela doing monthly onsite surveys.
- The Community Distribution List has been cleaned up and scrubbed.
- The requirements of HB 1203 are being managed by Ameritech. Board Members are expected to have their training completed by end of December.

Treasurer’s Report: Presented by HOA Treasurer Roth Block

Review of current Budget status with biggest concern of operating account getting low:

- YTD

We are currently behind the YTD budget by **\$41,122.57**.

Netting out the prior year surplus YTD, we are **\$45,725.15** behind budget.

- Full Year Budget

For the full year we are **\$37,423.40** behind budget.

We are **\$42,444.40** behind on the full year budget when netting out the prior year surplus.

Our biggest expenditures that are causing us to be over

-Legal fees – Currently \$22,879.16 over Budget

-Storm Damage/Clean Up - \$15,151.59. 3 storms with several trees down. \$4,750 reimbursable from homeowners.

-General Administration is over by \$2,157. This is specifically our special mailings that we have done this year.

- Total Assets are \$254,988 vs last month's number of \$253,232 (added balance sheet year end balances since Dec 2017 to worksheet).
- Delinquencies: We have \$11,486.18 in past due payments, \$5,541.18 are from 5 homeowners that are past due. \$2,000 in Fines not paid. \$4,750 reimbursement for tree removal.

† **MANAGER'S REPORT** – Janice Sofia reviewed the Manager's Report

November Financials emailed and received. Income statement and balance sheet also attached. Violations being completed as needed w/ spreadsheet attached. Continue to hold weekly calls with Karen and run through the check sheet. City Grant of \$5000 approved. Right of Way form gets completed by December 31, 2024.

The sidewalk grinding has been completed. Angela needs to walk property with Dan before the 19th on sidewalk replacement. Road re-seal scheduled for February possibly March for actual work. Mailboxes are still in progress. Reserve study walk through scheduled for Jan 9th at 10am.

Annual Meeting will be the 2nd Tuesday in February. We are putting messages out to encourage new candidates to run. The letter of intent is on our website.

Votes:

-Walls and Fence' Access Gate Amendment was passed, based on the number of votes cast in favor. Dan made a motion to formally pass the Wall and Fence Access Gate Amendment. Mark seconded, all in favor. Access Gate Amendment was passed.

-Collection Process Policy. Discuss and vote on. This will allow us to have a firm document and memorialize the collection policy. Dan confirmed this policy will help move up the process. Dan motioned to approve the Collections Policy, Pam seconded, all in favor. Collection policy for GTE has passed.

- Marshall Street Perimeter Wall Painting. Dan made a motion to approve the painting cost of \$10K or less for the painting of the entire perimeter wall on Marshall Street, both sides, and signs. Mark seconded, all in favor. Motion passed on any paint job for Marshall Perimeter Wall not to exceed \$10K.

† **COMMITTEE REPORTS** –

Architectural Standards Committee:

-Architectural Standards Requests: Motion by Karen for approval on Lot 25 Roxbury request for Tan Vinyl Fence; Dan seconded. All in favor, approved.

-We do not have an update on the paint book color change yet.

Grounds Landscaping Committee-

- At the last meeting, we had two irrigation bids. One rescinded their offer. Aquaflow quoted \$300/quarter to do our maintenance.

Karen made a motion to accept the bid from Aquaflow for Maintenance on the irrigation system at \$300/quarter beginning 2025 with a cap of \$800 for any ad hoc repairs for bringing system up

to operational and eliminating leaks. Pam seconded, all in favor. Aquaflow bid accepted w/ cap on ad hoc repairs.

Westborough Oak removal due to damage from Milton. \$6100 removal cost. Motion to approve the cost of Westborough Oak at \$6100. Dan motioned to approve, Andy seconded, all in favor and passed. Roth will post it against the reserve balance for the grounds. Roth confirmed the tree replacement will be a 15' Live Oak Tree. The Homeowners living around the area have contributed to cover \$1.8K in replacement cost, and it's getting planted on Saturday, December 14, 2024.

A 2025 Task Force on Master Plan as well as Landscape Standards is being planned.

Infrastructure Committee – Mark Nicely

Wall Replacement Project - Contracts are signed, but some slow down and shortfalls on the start dates. Seems to be getting lower priority after the hurricanes. Contractor Southshore— providing two new bids on stucco on wood and block wall for Marshall Street wall. Mark is also going back to old bids i.e. Specialty Builders. Temporary privacy fences are up.

† **NEW BUSINESS** – Covered in Manager’s Report and Committee Reports.

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

No Homeowner Comments

† **ADJOURNMENT** – Dan moved to adjourn at 7:22 pm. Pam seconded, all were in favor. Meeting adjourned at 7:22 pm.