

Bristol Harbour Village Association
Board Meeting – BHVA Community Center w/ Zoom Option
June 7, 2022

Present: Gloria Harrington (in person), Ginny Lalka (in person), John Constance (in person), Will Kim (via Zoom), Ed Wildman (via Zoom), Dave Richardson (via Zoom), Gina Cushing (via Zoom), Kim Pugliese (via Zoom) **Absent:** Pat King

Kenrick: Corinne Odo, Cassandra Wallace (in person), Anita Smith (via

Zoom) The meeting was called to order by Gloria at 6:34pm.

Ed made a motion to approve the May 12, 2022 meeting minutes. Seconded by Gina and all were in favor. Motion passed.

Financial Report- Ed Wildman and Corinne Odo: Chris Noble will have May financials over to us soon. We currently have financials for January through April. Ed hasn't received the corrections to the financials yet and did review the draft audit. Cash balance specifics were given. Corinne will look into negative variance for Community Center expense. Details provided on negative variances for Office Expense and Maintenance Expense. Corinne will send financial reports to the Board. Brief discussion on stair work to be budgeted for. Corinne will check in with Chris on Capital Reserve details.

BHVA Website: Kenrick is not able to provide BHVA with a website. There have been many questions from the community about having a website. WebSurge provided a proposal of \$7,500. Residents are mainly looking to have meeting minutes and financials available to them. The BHVA webpage that Kenrick provides is public, so it is not favorable to post meeting minutes and financials there. Kenrick does not have an in-house person for website management. In the fall, Kenrick will be introducing a new software which will make some of these things available to residents. Gloria read off information from an email from Gina regarding other website option.

Kim and Gina joined the conversation at 6:56pm.

Minutes and financials can be provided through Constant Contact for the time being if that is the information residents are looking for. Residents also inquire about a directory. Anita explains it is not legal to provide a directory of everyone's contact info to the community without giving the option for people to opt in or opt out. All other forms residents may need are provided on the Kenrick BHVA webpage.

Facilities Update- Gloria Harrington and Corinne Odo:

Sod: Corinne looked into getting sod from Batavia Turf at \$4,000 for 8,000 sq ft. The BHVA maintenance staff do not have the capacity to install it. Got a proposal for \$10,800 for installation of sod. Do we keep seeding and watering for grass? The area needs to look presentable. Sod needs to be watered very frequently. Corinne gave approximate amount of \$55,000-\$60,000 spent on 30 Golfside Circle area so far. Details given on the projects that have been done. Will hold off on pursuing sod for now and see how grass ends up looking.

Landscaping for Hillside: It is being discussed what to have as a landscaping buffer between

homes on Hillside Dr. and the maintenance building. Requests from Hillside homeowners included installing a fence, arbor vitae, and having the maintenance building painted. Get figures together and table this until next month.

Maintenance Facility Update: Quote for gravel for temporary walkway leading to maintenance building was \$4,310. Hold off on gravel walkway for now, finish with columns and beams and lighting. Details on changes/additions to engineering for stairs and pedestrian bridge discussed.

New Fob System- Corinne Odo: Dave spoke with Jim Bachman in regards to updating trilogy locks with key fob info. Proposal for new fob system is \$24,414. New system can be installed in phases and is cloud based. Corinne to look into previous quote that was given for \$14K for community center, recycle center and wifi. Get rid of existing system and pursue new technology? The Board will vote on the new fob system once finalized details are provided.

Ash Tree Removal – Corinne Odo: \$12,850 contract has been executed, not completed. A few more trees for removal on Terrace Drive have been included.

Beach Update- Corinne Odo: More of the white sand has been installed on the beach. Trash receptacles will be delivered and installed shortly. Mr. Lalka has volunteered to build a toybox for the beach. Planters have been purchased for near the elevator. Bicycle rack has been installed. Wall where bulletin board has been removed at the elevator will be painted. Kayak program has been very successful. Brief update on fence survey; mid-August is soonest fence will be installed.

Elevator Protocol- Corinne Odo: Discussed what protocol will be when there is non-scheduled elevator maintenance and how to inform people on the beach that the elevator will be closed temporarily. There will be a phone number posted at the beach that people can call in the case of a situation like this. Residents who may need to leave the beach while the elevator is being worked on can be shuttled back up if need be.

Golf Cart Shuttle- Gloria Harrington: Gloria is looking for a shuttle coordinator. Residents have been calling if they are interested in volunteering and have been pretty successful so far in getting volunteer drivers. By this weekend we will have the 6-person golf cart with rear view mirror. Discussed BHVA sponsored fire every Friday and alternating every other week so that one week is at the beach and next week is at the Community Center. Get a master schedule together to send out to residents.

New Items: Residents have been asking about having a dumpster available for a couple of weeks for brush/tree trimmings. Would like to find an alternative place for a dumpster rather than in the Community Center parking lot, but space is quite limited. Transfer station won't take trimmings? Corinne will get price of dumpster to the Board. Corinne presented new railing option for pedestrian bridge. Included as an add alternate for bidding process. Briefly discussed happenings of when the Code Enforcement officer was on site.

*John motioned to adjourn the meeting. Ginny seconded and motion passed.
Adjourned at 8:08pm.*

Respectfully Submitted,

Cassandra Wallace
Kenrick Corporation