

- DRAFT

MINUTES OF THE ANNUAL MEETING OF BRADFORD POINT PROPERTY
OWNERS ASSOCIATION, INC.
December 28, 2022

1. Call to Order by Presiding Officer. President Lawrence Kinet called the meeting to order at 9:05AM. Board members Bob Burress and Joyce Komperda were present along with Kirk our property manager. All owners present introduced themselves and we have two new owners Pat and Katy Frega. Also present by phone were owners Sutton, Tony Augustine, Walsh, Lobermier, Tomlin, Skjerpung and Mirek.
2. Roll Call and Certification of Proxies. Roll call was taken and certification of proxies was determined by Secretary Joyce Komperda. Nominees present and present by proxy – 40 signifying a quorum to do business.
3. Proof of Notice of Meeting or Waiver of Notice. Proper notice of the Annual Meeting was delivered and the material sent out on or about November 23, 2022, more than 30 days in advance of the meeting in accordance with the By Laws.
4. Reading and Disposal of Meeting Minutes. Gene Musser suggested that a statement be included about a road reserve fund which will be added to the 2021 meeting Minutes. This again brought up possibly having a separate reserve fund for roads; an owner suggested doing a reserve fund study as there are companies who do those studies; we could also increase our budget or do a special assessment. The Board will look into separate reserve funds and having an answer by July 1.
5. Treasurer's, President's and Property Manager's Reports. Kirk said there were several deck issues this past year, and he brought in an example of a post which was almost completely rotted since it is 80% underground. There were two deck accidents this past year where people stepped through a deck. Fortunately, no one was seriously injured. Kirk said that there are 25 posts per unit, many of which have rotting damage underground which cannot be easily seen. Kirk also mentioned that we have purchased a cherry picker found in Ohio and for which we had a special assessment of \$500 per owner to cover the cost. This equipment will be delivered in about 2 weeks. The cost was between \$28K and \$29K. The cherry picker is now being certified to make sure everything works as it should. Kirk said the lift is a game changer for safety purposes and will save BP money as in the past we had to rent a picker. Kirk will no longer be using a ladder except in a few instances where there is not enough room for the picker to be stationed. Kirk also mentioned we had a pump failure mainly because these pumps are now 22 years old, and he can no longer fix them. Lawrence thanked Kirk and Tony for all their great work!! We have a special team at BP!!
6. Brent, our Treasurer, could not be here, so Kirk said we had overspent for a few items. However, Brent's report was included with the new budget. Lawrence then stated we have increased our budget just over \$186,000 and we have owner approval to increase the monthly fees from \$270 to \$305/mo with the garages staying at \$85/yr per garage. There was some discussion about the two Beverly lots which would actually make 52 units instead of the 50 that is used to come up with our monthly fees. Beverly decided he could not afford the two lots, and they eventually went back to the builder, Glenn Schiffman, who now pays the yearly property taxes. BP does file a yearly lien against the Beverlys. An owner questioned the increase in accounting fees from \$7320 to \$9750. Kirk said they deal with all our receipts and making sure those receipts get to the right place. Our accountant, Reach and Schwaiger, was recently bought up by a large organization, and for quite a few years our fees have remained the same. However, we will have Brent look into this and perhaps look at other firms. Lawrence then gave the survey results. Lawrence also commented that both the President's letter and the

survey went through several versions and then were screened and reviewed by the Association's legal counsel. The survey results;

1. The Board proposes that for 2023, we continue this policy, namely that all fifty owners share in the budget, including the amount for the repair and maintenance of the decks.

• Do you agree that *repair* of the existing decks should continue to be an equally shared common expense? Note that we spent \$1,300 for deck repairs in 2022 and have budgeted \$2,500 in 2023.

○ **Do you agree with this approach?** (Please circle one)

YES 26 In favor NO 9 Against

• Would you favor deck owners being allowed to replace their own existing deck at the owner's expense? The Board believes that any replacement deck would have to be with a pre-approved composite material, color, and design.

○ **Do you agree with this approach?** (Please circle one)

YES 19 In favor NO 16 Against

1. The second issue is that several owners have suggested that we change the way the budget is allocated, namely that owners with smaller units should pay less than owners with bigger units (e.g., those with three floors and a walk out basement). For example, smaller units require less stain than bigger three floor units. Our budget for stain in 2023 is \$3,000, less than 2%. On the other hand, there are many BP expenses that are independent of square footage (e.g., snow removal, lawn mowing, septic tank maintenance and garbage service). The idea is that expenses should be allocated on the basis of square footage. The Board does *not* agree with this approach.

• **Do you agree with this approach?** (Please circle one)

YES 7 In favor NO 28 Against

Lawrence advised that the survey was merely advisory and non-binding, but the results do give the Board and owners a sense of how the owners are thinking.] An owner asked if one owner wanted to redo his deck would the roof mate have to also? Both owners would have to agree to redo the decks. All owners would have to comply with the actual design, materials chosen, etc. The bottom line thus far is that none of this is going to be resolved completely within the next 12 to 24 months. We will continue to fix deck issues as we have done in the past; at some point deck replacement is inevitable. Lawrence said we had 4 contractors come to look at our decks as to what it would cost to replace decks with composite materials, and to give us a building-by-building assessment of the state of the decks. So far, we have not gotten one report back despite calls and emails. Kirk and Lawrence will follow up with these contractors for the report as a starting point for planning purposes. One owner suggested we reconstitute the Deck Committee, but the Board is actually doing all the work, and it was suggested to dissolve the Deck Committee. **NO DECISIONS HAVE BEEN MADE ON THE DECKS.** 2023 will be the year of the decks. We will have a plan, costs, design, specificity, contractors, etc. An owner asked about making a deck 2 feet wider. There is a setback law which is 75 feet. There are also other issues involved with increasing deck size. Again, both units would have to agree. Lawrence said execution or implementation of repair/replacement is going to be an Association responsibility. The owners have the responsibility to approve the funds for replacement decks, either through the regular budget process or a Special Assessment. We will all need to replace our decks at some point in the future. Assuming that the Association, through the Board, acts to replace the decks, no change in the

Declaration would be required. Any change to this approach may require an amendment to the Declaration per Section 7.01 of the Declaration.

1. Nomination and Election of Directors. Bob Burress (36 votes for) and Brian Lipman (35 Votes for) were elected to serve a 2 year term.
7. Old Business. An owner stated that there is an \$3700 increase in the budget for road crack repair. Kirk meets annually with Pitlik and Wick to see what needs to be repaired, and about every 3 years they tar and seal the cracks.
8. Approval of Operating Budget for 2023. The budget was approved by the proxy votes (34 For and 6 Against), which means that the maintenance fees are \$305/mo/unit and the garage fees are \$85 annually for each garage.
9. Other New Business. None.
10. Adjournment. There being no further business to come before the meeting, a motion was made, seconded and passed to adjourn the meeting at 10:05 AM.

Respectfully submitted,

Joyce Komperda, Secretary