

Emerald Green Property Owners Association
 Monthly Meeting of the Board of Directors
 EGPOA Clubhouse and ZOOM
 November 20, 2022 - 9:00 AM

Name	Present
Dan Brumbaugh	✓ (in person)
Joel Cohn	✓ (in person)
Tom Ganz	✓ (zoom)
Ilana Kaufman (Sub. Secretary)	✓ (in person)
Arthur Kaplan	✓ (zoom) 9:25AM
Patrick Kennell (President)	✓ (in person)
Chris Loomis	✓ (zoom)
Alex Rey	✓ (in person)
Zack Siegel	✓ (in person)
Earl Silas	✓ (zoom) 9:14AM
Hal Simon	✓ (in person)

Water Company Guests: Alan Schantz

- A. Meeting was called to order at 9:04 by Patrick Kennell.
 - a. Roll
 - b. Approval of minutes 10/16/22 Regular Meeting
 - i. Approval will be moved to next month
- B. Capital Projects Updates
 - a. Management - Michael Hoyt
 - i. Carpeting is installed in offices
 - ii. Contractor is doing final finishing work
 - iii. Plumbing finished in main Entertainium bathrooms
 - iv. HVAC split units - issue with a contractor returning to finish up work.
(Engaged with another contractor to finish)
 - 1. West wing - last unit delivered from Schmidt's
 - 2. Working on getting the other unit

- v. Elevator is completed, and hasn't been turned over - looking after December 1st, will need to coordinate with the electrician.
- vi. Stairs are complete
- vii. Gym flooring completed
- viii. Track flooring completed
- ix. Make a decision on the entrance areas:
 - 1. Use left over flooring from the track or
 - 2. Use carpet like the other common areas.
- x. Items that are left:
 - 1. Painting of the floor
 - a. Can be ordered - will take a little while to be delivered.
 - i. Patrick requested that the materials be ordered.
 - 1. Clarification about the temperatures needed to paint - cure temperatures.
 - 2. Cable and internet
 - a. Office is hoping to get in within the next 2-3 weeks
 - 3. Desks need to be stained, but are installed.
 - i. Goal is to get the Clubhouse re-opened to the community.
 - 4. Cargo trailer needs to be cleaned out.
 - 5. Gym split units still need to be purchased.
 - a. Need to determine who can put them in.
 - 6. Short on carpet tiles - will need to consider buying more or painting instead.
- b. Gym Lease Equipment Proposal - Chris Loomis presented
 - i. Joe Bacana, Chris and Tom worked to improve the equipment selection, and make it more accessible and save the association money.
 - 1. New proposal saves \$52,864
 - a. Moving gym equipment from the pool house to the Entertainium
 - b. All commercial grade, just different companies selected for the equipment.
 - i. Joe worked with Advantage to make sure equipment was all equal in terms of output.
 - ii. Bench press was eliminated for risk management due to having an unattended gym.
 - c. Concerns raised on moving the equipment from the pool house.
 - i. Logistics of moving
 - 1. Request made to ask Matt (Advantage) to move the equipment
 - ii. Homeowners who like the second location

1. Was always a temporary solution and not ADA compliant upstairs.
2. Financially helps bring costs down.
- d. Concern raised regarding the equivalent of a Smith machine.
 - i. Selections were based on a space layout, changing would compromise this aspect.
 - e. Equipment can be ready with a 10-12 week lead time.
 - f. Tabled proposal - message was sent to Joe Bacana
- c. HVAC Fitness Center Discussion - Dan Woodruff presenting
 - i. Dan clarified if the mini split systems currently listed in the budget were a flexible number.
 - ii. Background - HVAC wholesale industry 40 years (department manager for Schmidts). Designs residential and commercial systems.
 - iii. Major areas of consideration for commercial fitness centers versus residential units:
 1. Temperature requirements, humidity, air motion, proper ventilation critical, treating and filtering air
 2. Presented choices emphasizing filtration, clean air, humidity, air quality, etc.
 - a. Fujitsu mini split units which are what has been estimated prior to this discussion - loves these units for residential purposes, BUT not this application. He would have loved to recommend them for this, but not the right fit for this application.
 3. Cost Estimate - considerations:
 - a. Installation on selections are higher, but is the right fit.
 - b. Can hold price estimates from 2 years ago (Equipment only)
 - i. Mini splits, equipment - 2 - \$7,000
 - ii. His recommendation - \$16,000 - \$20,000
 1. Duct prices could not be held - a couple of week turnarounds for purchase.
 - a. Furnaces, coils, etc. are all readily available.
 4. Question asked if air filtration could be met with other equipment.
 5. Question asked if 1 furnace set up could be considered instead of the 2.
 - a. People factor could cause a variation
 - b. Dan W. would look into that and report back to the board.
- d. Chris motioned to accept the gym proposal as is, Joel seconded. In favor: Dan, Joel, Tom, Ilana, Arthur, Patrick, Chris, Zack, Earl, Alex. Opposed: Hal

C. Management Report - Michael Hoyt

- a. Pool Repair Update
 - i. Controller (system) was updated - fixed (under warranty)
- b. Other maintenance Items
 - i. Docks are out
 - ii. Lake is being dropped to winter level
 - iii. Building - had to run a gas line (taken care of in house)
 - iv. Copier lease - 5 year lease through Kristt company (with insurance)
 - 1. Rate kept the same 60 months \$211 plus tax
 - a. Hal motioned to approve the lease, Patrick seconded, all approved.

D. Financial Review - Treasurer's Report

- a. 2021 Audited Financial Review and Approval - Dan Brumbaugh to report
 - i. 2 loans from water company - following up on payback terms
 - 1. Reviewed initial resolution - \$250,000 loan from EGPOA to be paid back from an assessment.
 - ii. Joel asked why schedule 2 (fund balances = members equity) was missing from the audit.
 - 1. Joel recommends not approving this right now.
 - 2. Note was never included in prior years.
 - iii. Alex made a motion to present audited financials as is, Hal seconded.
 - 1. Patrick makes a motion to amend, motion to approve the audit contingent on the answer to Joel's question, Dan seconded. All in favor.
 - 2. Alex motions to present the audited financials as is: Approved: Dan, Chris, Alex, Arthur, Earl, Tom, Zach, Patrick, Hal. Opposed - Joel, Ilana
- b. Approval of October's Financials
 - i. Question regarding payroll being over budget.
 - ii. Treasurer's concerns:
 - 1. Unpaid payables continue to grow
 - a. Need a better system for paying 30-90 day out payables to avoid a negative cash flow.
 - b. Would like to pay back Rock Hill Service and Schmidt's, and pool to avoid a negative cash flow into the new year.
 - i. Michael - Michael clarified this was 2 separate issues, project and operations.
 - ii. Dan noted cash flow concerns
 - c. Received \$62,000 from Water Co. in loan repayment.
 - iii. Michael - noted different ways to take care of the budget (line by line, versus bottom line)

1. All previous boards were bottom line boards, rest used as benchmarks.
 2. Need to clarify where this board stands
 - a. Board discussion regarding line items being critical to remaining in the allocations we have set forth through oversight and due diligence.
 - iv. Dan motioned to accept the October financials, Patrick seconded, all approved, but Joel abstained.
 - c. Loan meeting - on calendar
 - i. Might be locking in around 7%
 - ii. Question raised regarding last withdrawal on remaining \$150,000 from construction loan.
 1. First \$75,000 taken
 2. Second \$75,000 draw will be after the CO is given.
 3. Roughly \$122,000 collected to date from assessment
 - d. Question regarding 2023 budget cash flow
 - i. Chris worked with Joel to determine cash flow +\$50,000 even with a 7% loan rate.
 - e. Michael - payment plans were approved by board
 - i. To avoid cash flow issues, the payment plan can be a two month spread.
 - ii. Patrick made a motion to adopt the two consecutive month payment plan for the \$550 assessment, Joel seconded, all approved.
- E. Water Company Report - Alan Schantz
- a. Closing did not occur - no hang up, Center needs more time - just on hold. Will update when anything occurs.
 - b. Water Co. meeting next week
 - i. Need to meet with both boards simultaneously.
 1. December 11th, after the second annual meeting. After the budget vote meeting.
 2. Audit - send a copy of audit to Water Co.
 - c. Robert Ernst - Financial reports not available this month, the person responsible was on vacation.
 - i. Water sampling for health department - completed
 1. \$1,300 weekly (plus \$100 mailing) = \$15,900 that was not listed in the budget.
 2. In addition to the regular \$900 monthly testing.
 - ii. Princeton Hydro sampling (blue-green algae) - \$6,232.00
 1. Not sure at this point how this will impact next year.
 - iii. Did not pay \$7,800 for this month as a result.
 - iv. Did pay the rental of \$5,400
 1. Next year, starting in January will be done on a monthly basis
 - v. 5G system not hooked up (3 day shortfall) - for November

- vi. Cash flow is pretty good.
 - vii. Two breaks this month.
 - viii. Reserves will stop being billed around the January bill.
 - 1. Seward first, the repair reserve at a later date.
 - ix. The PSC approved the \$7,800 dividend payment, not amortizing cash.
 - x. Rich Brown - Along with the bill did Princeton Hydro send a report for the community to follow?
 - 1. No recommendations at this stage.
 - 2. R.B - Can the lakes committee get a copy?
 - a. Michael - No
 - b. Clarification - they are giving the analysis of the water for now.
 - i. Will need to get a report on the sources of the pollutants, and will go over the requirements for the Water Co. for the lake maintenance.
 - ii. Rich recommends there will need to be a strong financial consideration to put in place the recommendations for such.
- d. Next board meeting date and time - sometime next week (board will be notified).

F. Committee Reports

- a. Coordination among committee chairs (Zoom TBD)
 - i. To address natural overlap, and to avoid this.
- b. Lakes Committee (Tom Ganz)
 - i. Tom has a conflict of interest, was cleared on Thursday for this
 - ii. Rich Brown - presented
 - iii. Met 2 zoom sessions
 - 1. 9 different projects - assigned sub committees
 - a. Pollution - 55 culverts entering LLM (storm water)
 - 2. When reports are given - does the board want the committee to notice the rules for these.
 - a. Patrick - helpful for the Lake's committee to write them including the processes necessary.
 - iv. Brittany - please send Zoom information to Brittany to share to the community.
 - 1. Will turn it over to Brittany.
- c. Bylaws Committee (Patrick Kennell)
 - i. Still board heavy
 - 1. Encourage other members to volunteer
 - 2. Do not want to give the board undue influence
 - ii. Categories for bylaw changes (ambiguities or inconsistencies)
 - 1. Values based discussion
 - iii. Governance of operation on management and board sides.

- iv. Lesli - Wants to have Dan stay on committee - for financial considerations
 - 1. Doesn't want to have too many lawyers, or be too heavy
 - d. Oversight Committee (Earl Silas)
 - i. Boat storage - if time permits will move to end of meeting
 - ii. Intro call -
 - 1. Aesthetics - Cheat sheet to new members
 - a. Work with welcoming committee to distribute
 - 2. Security
 - 3. Last Friday of every month - sure up the Violations Meetings
 - e. Long Range Planning (Hal Simon)
 - i. Request an updated list of members
 - 1. Looking towards the first week of December for the first meeting.
 - f. Events Committee (Chris Loomis)
 - i. Winter events:
 - 1. Winter walks Wurtsboro
 - 2. Holiday Lighting Contest
 - 3. Community Potluck - Saturday, December 17th
 - a. Facebook and email for upcoming updates
 - i. Brittany - tables and chairs may be an issue - in storage.
 - g. Welcome Committee (Chris Loomis)
 - i. Brittany updated committee with all recent arrivals
 - ii. Working on a welcome baskets
 - iii. Informal "How To" guides for the community
 - h. Finance Committee (Joel Cohn)
 - i. No meetings as of yet - once budget process has been completed
 - i. HR Committee (Ilana Kaufman) - In executive session
 - j. Lake Community Alliance
 - i. Announcements
 - ii. Town of Thompson Public Hearing, Re: Sewer Districts
- G. Permits
 - a. Michael - nothing to review
- H. Violations Hearing Procedures
 - a. Discuss and adopt a formal procedure
 - i. Michael - past practice
 - 1. Courteous call to advise the homeowner there is a problem
 - 2. Violation letter with pictures and photos, where it relates to the rules, along with a hearing date.
 - 3. Last Friday of the month (building committee took care of it), prior to the management committee or executive committee.
 - 4. We need to afford them a hearing - per the Bylaws.

- a. Fines do not start until after the first hearing, but are retroactive to the first hearing.
 - b. Violations - Volunteers - Patrick, Hal and Dan (for hearings)
- I. Public Comment
 - a. Alan Tucker to Michael Hoyt/(Water Co.)
 - 1. Water Company created very low water pressure
 - 2. Specific homeowner request to fix issue
 - a. Shut off valve - broken
 - b. New construction has these things
 - c. Need to give direction to Water Co. to fix these issues.
 - d. Building faster than the ability to supply the water.
 - e. Piccadilly is the highest spot in the community.
 - ii. Lesli - involved through Aesthetics - went around with Chet, Ken, and met with the homeowner.
 - iii. Mitch - Meter installation (will have water shut off, if he doesn't do it).
 - 1. Created a water pipe issue.
 - 2. Violations - concern about distinguishing between long and short term issues.
 - iv. Jeff Leventoff - AirBnb Issue
 - 1. Several reviews listed (AirBnB, and VRBO)
 - 2. Renting home, he doesn't own home
 - 3. No gray area - and if we allow this it would change the structure of the association.
 - a. Patrick - live issue for a hearing that is being set up
 - 4. Wife on Oversight meeting - Board member who is in charge of this meeting - addressed his personal opinion on this which completely goes against EGPOA rules and regulations.
- J. Additional Matters and New Business
 - a. Recording and Publishing of Zoom Meeting (Discuss and Vote)
 - i. Patrick in favor for members who can't attend
 - 1. Chris created a YouTube channel
 - a. Should committee meetings be recorded?
 - i. Patrick - anything public
 - 2. Chris motioned to record and publish all public EGPOA meetings, Patrick seconded - all approved
 - b. Emerald Green Merch (Discussion and Vote) - Hal Simon
 - i. \$200 initial start up with monthly fee associated. (Run for a period of 1-2 months).
 - 1. 10 products - \$35 monthly fee
 - 2. Dan motions, Joel seconds, Earl abstained (all others approved).
 - c. Temporary Ice Rink (Discussion and Vote) - Hal
 - i. Currently an uncovered structure - leaves and weather issues

- ii. Should we wait until a pole barn is installed?
 - 1. Zack - without the pole barn it will be an issue
 - 2. 1,800 for new liners
 - a. Shift to long range planning of the pole barn

K. Next Meetings

- a. Second Annual Meeting (2023 Budget Vote) 12/11/22
 - i. Town Hall to immediately follow the current meeting.
 - ii. November 28, 2022 - 7:00 PM (Zoom only)
- b. Regular Meeting - 12/18/22 - 9:00 AM
- c. Michael - reminder to have assessment paid in order to receive the ballot.

L. Executive Session -

- a. Ilana motioned to move into executive session, Dan seconded, all in favor.

M. Meeting adjourned at 12:23 PM