

Uptown Crossing Homeowners Association

2019 Annual Meeting Minutes

Facilitator: Shandar Hoagland, DSI Real Estate Group

Meeting Date: January 21, 2019 6:00 pm

Location: Fitchburg Library

Meeting Called by: Uptown Crossing HOA

Type of Meeting: Annual Association Meeting

of Homes Represented: Please see sign in sheet.

Note Taker & Time Keeper: Anne Olson

Attendees: Please see Sign in Sheet

Meeting End Time: 6:31 pm

Agenda:

A) Roll Call

- a. Proof of attendance reached via sign in sheet
- b. Introduction of Shandar with DSI Real Estate Group

B) Reading of Minutes of the last Meeting

No previous minutes. First annual meeting.

C) Consideration of Communications

- a. Shandar presented the original letter that was mailed to all homeowners

D) Resignations & Elections

- a. None at this time

E) Reports of Officers & Employees

- a. None at this time

F) Reports of Committees

- a. None at this time

G) Unfinished Business

H) Original Resolutions & New Business

- Q: Is the snow removal company responsible to plow and salt carriage lanes?
- A: Yes. If there is more than 1 inch of snow then the vendor will plow the entire lane and width.
- Q: What snow removal company does the association use?
- A: C3 Enterprises

- Q: Does the association bid out vendors every year?
- A: Yes, we get 3 bids every year for services.

- Q: Does the association budget \$1650 for the entire season? What happens to the left over money if we do not have a heavy winter season?
- A: Yes, we estimate 16 times per season for plowing and are charged \$60/plow. If we do not have a heavy winter season then the leftover money will sit in the reserves account.
- Q: Does the HOA determine what the reserve money is used for?
- A: Yes. The money is used for things like new mailboxes, snow removal costs for the next year and other HOA expenses as needed.
- Q: What are bank service charges?
- A: These are standard costs for things like postage, initial check printing, tax preparation, online payment availability and so on.
- Q: Will the HOA save on postage if we email notices instead of mail.
- A: Shandar will talk to Veridian. We may have to mail out notices per HOA documents.

- Q: Why does the HOA have to file taxes?
- A: The HOA has to file taxes by law because it is an LLC.

- Q: What does the HOA insurance cover?
- A: The HOA carries liability insurance for the carriage lanes.

- Q: Why does the association need to pay \$75 twice a year to have maintenance de-freeze the mailbox locks? Shouldn't the developer cover the costs for the 1st year?
- A: The HOA is responsible to cover this cost because the HOA owns the mailboxes. Shandar will reach out to the manufacturer to see if there is anything they can do. We will find a solution for the locks. Shandar will look into maybe some kind of barrier.

- Q: Who do we contact about recycling? Houses seem to get missed for pick up.
- A: You can contact Shandar. She will reach out to Pellitteri.
- Q: Our Christmas tree still has not been picked up.
- A: Our private company, Pellitteri does not pick up Christmas trees, we would have to pay extra. These will need to be removed by the city. Please place your trees in the front so that the city will pick them up.

- Q: Do we need to go through Veridian to have something approved?
- A: Yes, the ACC.

- Q: People leave their dogs business behind. What can we do to resolve?

- A: We can out a notice in a letter. We will not be able to put up pet waste stations on any land. The association only owns the carriage lanes, not the vacant land. We may be able to reach out to the city of Fitchburg Alder to possibly getting a pet waste station in a city owned space.
- Q: Do you have any information on the roadway or traffic lights?
- A: I do not have any information on that. The city may have a plan out. Shandar can reach out to the city.
- Q: Are speed limits posted on the carriage lanes?
- A: No they are not. The carriage lanes are not enforced.
- Q: Can the HOA adapt an official speed limit for the carriage lanes?
- A: Shandar can look on the city website and see if the city has a speed limit for alley ways.
- Q: I am worried about the noise levels after the apartments go up?
- A: You can contact the city in regards to the noise ordinance.
- Q: Who owns and maintains the vacant green area?
- A: Shandar can look into this. It was never deeded to the association. The HOA only owns the 60 units.
- Q: Are you going to reach out to homeowners after the meeting for a follow up?
- A: Yes, Shandar can send out an email (to those who have provided it) and follow up.
- Q: How many times a year do we have this meeting?
- A: 1 time per year. Do not hesitate to reach out to Shandar if you need anything.

I) Adjournment

- a. Note Time of Adjournment; 6:31pm**