

**INTERLAKEN HOMEOWNERS ASSOCIATION
HOMEOWNER MEETING
OCTOBER 27, 2018 10 AM**

Attendance: Lynette Burns, President, Brian Ward, Paul Renaud, Jenny Scarano, Tricia Ianniello, Peter Riposa from Equitas Management, Judy Staubo, Minutes.

The meeting was called to order by President Lynette Burns at 10:00 AM

Introduction: Burns introduced Tricia Ianniello and Jenny Scarano as new Board members. There had been one vacancy on the Board due to the resignation of Jerry Scarano. Charles Capozzoli resigned as a Board member but will remain as Treasurer. The Board will have three vacancies in June.

Actions by Vote taken by the Board at an Executive Session held September 29, 2018 and October 11, 2018.

- The Board voted to approve a Resolution authorizing dedication of the Interlaken Sewer System to Saratoga County Sewer District #1.
- The Board voted to authorize Lynette Burns to sign the Letter of Credit in the amount of \$46,768 which is required by the County Sewer District for the transfer. The money will be held in a money market savings account for a total of one year starting November 8, 2018 as a requirement of the dedication. The cost of the Letter of Credit with Adirondack Trust is \$701.52. The dedication of the Interlaken Sewer System to the County is on the Agenda for November 8, 2018 for a vote by the County Commissioners.
- Interlaken was cited by the Department of Health for a violation with regard to the back washing of our pool water. The process which has been in place for several years has changed and the Health Dept. is requiring a perk test and dry well system for the back wash process. The Board voted to contract with Jim Houston, Senior Engineer with CT Male to prepare a plan as required by the Dept. of Health for approval. ET O'Connor Excavating will perform the work once the approval is obtained by the Health Dept. The cost of this project will come from Capital Projects Reserve Fund.
- The Board voted to contract with Bookkeeper, John Wilson, who was recommended by our Accountant, John Laforest of Brown and Fitzgerald, at a sum not to exceed \$1000. Mr. Wilson will work with Treasurer Charles Capozzoli and the Board with regard to the financials.

- The Board voted to replace a failed catch basin at 14 Sarazen St. which had collapsed. Flooding occurred at the site. This project includes exposing the existing dry well, replacing compromised piping, installing a new liner around the dry well with a rock base and surrounding, and cutting off unnecessary pipe to the home. This included seeding the property. The cost from the Capital Projects Reserve Fund is \$7400.00.
- The Board voted to perform Mold Remediation at the Clubhouse at a cost of \$11,500. The vote changed at the October 11th meeting after learning that the attic was not included in the bidding and scope of the project. The Mold Remediation vendor was scheduled to visit the site on October 26th and a report will be forthcoming. It appears that the original estimate of \$20,000 will stand.
- Pickle Ball – A petition was given to the Board by ten unit owners who wanted to add lines to the two tennis courts to allow for pickle ball. One court has already been changed previously. The vote was 2-2. After discussion, the vote was changed to 3-1.

Updates and Notices:

Local on the Lake: Burns reported that the Local on the Lake group of developers had changed their application before the Zoning Board of Appeals and the variances which had been sought were no longer an issue. The application is before the Planning Board. The plan changed when the Bed & Breakfast, Inn, Amphitheater, and deli were eliminated, and presently before the Planning Board is the Restaurant and 32 boat slips.

Quartarano Case: The Michael Quartarano of 61 Sarazen Street is approaching several years. The case is still outstanding and being handled by our insurance company and their attorneys.

Walkways: The walkways to be completed according to the priority list this year are: 8 Sultana St., 20 thru 28 Sicada Street, 42 Sicada Street front and back and 21 Sarazen Street. The cost of this project is \$7,784.

ASC & Maintenance Merge: The Maintenance Committee and the Architectural Standards Committee have merged. Since Interlaken now has a Property Manager, the need for two separate committees was not necessary. The ASC is required under our Interlaken governing documents therefore, the Maintenance Committee had the option to become part of the ASC. The current members of the ASC are: Alice Carroll, Jean Conte, Michael Cuddy, Dorothy DeCarlo, Cathy Hall, Nancy Halleck, Nancy Goldberg, Judy Staubo. Brian Ward is the Chair of the ASC.

Hold Harmless Agreement: Interlaken requires either a Certificate of Insurance or a Hold Harmless Agreement if a contractor or vendor is performing work on your home on our

common grounds. If a homeowner is performing the work themselves, the Certificate of Insurance or the Hold Harmless agreement is not necessary.

Signs for Lake Access: Signs have been posted directing Interlaken residents who would like access to the Interlaken lakefront. Residents and visitors have been parking on the driveway of 1-3-5 Sultana and using it for access to the lake. We have had several complaints with regard to these signs, and the Board has now placed this issue with our attorneys for interpretation of the Covenants and Restrictions.

Charter Review Presentation: The Attorney for the City of Saratoga Springs will speak with regard to the Charter changes slated for a vote in November. The Presentation will take place on October 29th at 6:30 PM at Waters Edge. The public is invited to attend.

City Garage: The Board had been in discussion with the City about acquiring the garage at Interlaken for a \$1 to be used for storage of our maintenance vehicles now that we are on City Water. The City owns the garage. The wells were to be capped but apparently there was an issue with one of the wells as residents complained of stained toilets and foul water. A letter was sent to the City and a crew came to shut off the water from the building to one well. Since the fire at City Hall, the Board does not see the issue of the City garage for Interlaken as a priority for the City at this point.

New Address Book: The Board with the help of Rick Garbarino will be preparing new address books. A Board member will contact each homeowner to verify and update all information. We will not be including email addresses in the telephone directory. Two phone numbers may be listed.

The Clarion: The Clarion will be issued in November. It will be mailed and put online. The mailing will include a telephone directory and the fine schedule approved by the Board previously.

Committee Reports:

Maintenance:

Peter Riposa: In October, we have concentrated on mowing and leaf removal. The plan was to get one round completely done and then do one more mowing before the end of the season. We will continue to do leaf removal up to Thanksgiving. Because of poor October weather, we will have workers coming in on some Saturdays to deal with leaves. We have been dumping our leaves down the hill but we have to find a new source in the future. We have spoken with the City to see if they would pick them up for us. It takes too long to take them to the dump.

In November we will start to put out snow guards. We will send out a snow removal policy.

Burns: Starting November 1st, your car must be parked in the garage. If your car is in the driveway when it snows, your driveway will not be plowed. If you have three cars, you will have to find another place to park. The pool parking lot is an option.

We are starting to do walkways. We are using our current stockpile of bricks but the stockpile is getting smaller. We are looking for a new source of bricks. We are expanding the walkways to five feet to accommodate our equipment.

Finance Committee: Paul Renaud is the Chairman of the Finance Committee whose members include, Toms Sands, Don Foster, Beth Post, Pat Oreson, and Tom Burns.

The Committee has met four times. The Board asked the Committee to concentrate on the long term infrastructure plan and financing. We are in discussion on how to proceed. No matter how we do it, additional funding will be required over and above our current funding.

Burns: Before the Board can proceed and move forward, the priority list must be prepared. We are waiting for the list from the Finance Committee, - should the priority be the pool, the clubhouse, etc.

Architectural Standards Committee: Brian Ward indicated that the ASC is pleased to welcome new members Jean Conte, Michael Cuddy, and Nancy Halleck. Former members Jenny Scarano and Tricia Ianniello resigned from the ASC to serve on the Interlaken Board of Directors.

We have had a very active summer with many applications all of which were approved. We would like to remind all homeowners that Applications can only be approved with receipt of either an insurance certificate or a signed Hold Harmless Agreement from the contractor. The Hold Harmless Agreement is in the mail room, both attached to the ASC application and as individual forms and it is on the website.

Rules and Regulations: Jenny Scarano: The Committee met in October. Attending were Pat Flynn, Tom Burns, and Judy Staubo. We completely reviewed line by line the Introduction and Part 1. We will meet two times in December. This is a big task. We are trying to make the Rules and Regulations user friendly for the homeowners. Times change and situations change so we need to make changes. We are using the guidelines done by Janet Beck and Judy Staubo when they reviewed these documents last year. The maintenance committee had sent in their suggestions as well. There will be Board review with the homeowners and review by the management company. We hope to have the revisions finished in time for the Annual meeting.

Clubhouse/Pavilion: Carol Kreuter – We had a busy season and everything went well. Thanks to Peter and crew all was clean and people cleaned up very nicely after an event.

Social Committee: Carol Kreuter – We are having a harvest party tonight. The location has been moved from the pavilion to the clubhouse as it is cold and rainy today. December 16th will be the Holiday party. Details will follow.

Welcoming Committee: Sue Collucci – We are still trying to identify new homeowners. The new people are given a basket of welcoming gifts and a copy of all of our documents. We advise them of the ASC and what is required when a homeowner wants to make changes. We also get information for the address book and we ask for contacts should a homeowner be away and there is a need to contact them.

Rental Coordinator: Dorothy DeCarlo – If you rent your unit you must submit a rental form to the Association. It will contain all the information you need for a successful rental submission. Please make sure that the person who is renting knows that the renters are required to follow all of the rules and regulations of Interlaken. A copy should be left in the home for the renters. Rentals of less than a week is not permitted.

Burns: While a business can own a unit, they cannot let employees use it for temporary housing. The rentals are for single private family use only.

Board Comment: Tricia Ianniello indicated that she has been interviewing contractors to get estimates for new siding for the clubhouse, mailroom, and pool house and for the pool walkway, fencing etc. This will help the Finance Committee to make their recommendations.

Public Comment

Meeting was adjourned at 11:05 AM