

**Masthope Mountain Community
Board of Directors Meeting
March 29, 2014**

**Property Owners Lounge in Lodge
Transcription: Diane Longo**

- 8:30 AM Special Executive Session
Call to Order and Pledge of Allegiance**
- 8:35 AM Roll Call: Steve Stern, Dan Clark, Ed McClary, Joe Gladis, Foster McCoy, Paul Bakos, Peter Torchio, Fred Suljic, Ralph Silvestri, Joe Kosiba, Michele Torre**
- 9:25 AM Open Session
Approval of Agenda – approved**
- 9:26 AM Approval of the Minutes
February 22, 2014 minutes – accepted as given**

**9:27AM Treasurer’s Report – Foster McCoy (Unaudited)
Report as of February 2014**

<u>Collections:</u>	<u>2011</u>		<u>Oct.-12</u>		<u>Oct.-13</u>	
Total Lots	2,090		2,083		2,081	
Billable	1,801		1,785		1,782	
Paid in Full	1,350	75%	1,602	90%	1,565	88%

<u>Unrestricted Income and Expense Year to Date</u>		<u>Feb. 2014</u>	
	<u>Dec.-y-t-d</u>	<u>Jan.-y-t-d</u>	<u>Feb.y-t-d</u>
Revenues to date	3,423,806	3,662,981	\$3,953,066
Expenses to date	2,853,554	3,265,032	3,651,104
Net Profit/(Loss)	570,250	397,949	301,962

<u>The Summit</u>			
Income to date	784,070	946,374	1,171,503
Expenses to date	791,593	955,991	1,106,576
Net Profit/(Loss)	(7,523)	(9,617)	64,927

<u>The Market Place</u>			
Income to date	375,743	419,952	470,474
Expenses to date	333,457	379,760	421,211
Net Profit/(Loss)	42,286	40,192	49,263

<u>Summit/Market Net Profit/(Loss)</u>	+34,763	+30,575	114,190
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Report accepted

**9:35 AM Correspondence
No correspondence received; response to Diane Braver will be forthcoming.**

- 9:40 AM Committee Reports**
- a. **Ski/ATV – Sheldon Langer**
We’re still skiing; getting calls on ATV class but we don’t have a place right now to hold the class; might consider the shale pit or the cross country area.
 - b. **Real Estate – John Hogle**

No

c. Audit Committee – Mary Apuzzo

No

d. Strategic Planning – Paul Bakos / Michele Torre

Report given on proposed pool plans; report attached to minutes. \$14,000 available to start engineering/plot plan. Need to take a hard look at existing pool for additional seating. Discussion on a second pool as a plus.

Ralph Silvestri – will copies of this proposal be made available to the membership?

Michele Torre – I think we should put “draft” on this.

Steve Stern – as a matter of record, we need to stress that this is proposed.

Paul Bakos - I’m looking for an ok from the board to spend dollars to put a plot plan together. You need this to go to the community for approval to move forward.

John Castellano – this is a capital line item. Money earmarked in Capital for this.

Joe Kosiba – when do you foresee getting this done?

Paul Bakos – would love to be ready at our July meeting; it’s very tight.

Michele Torre – we need to put together a tremendous presentation to present to membership. We want to get a positive feedback and permits take a long time.

Ralph Silvestri – what are the controls on what is spent?

Paul Bakos – that belongs to management

John Castellano – we will monitor and report back to Paul.

e. ECC – Peter Torchio/ Russ Longo

We want to move forward with the Fire prevention program from Pike County Conservation; will give presentation at the July GMM; Committee will start going out next week to check homes, culverts, etc. Some homes still have Christmas lights up.

f. Westcolang Lake Association – Dan Clark

Meeting next month – scheduled for Easter Sunday – needs to be moved. Received an assessment from the state - have money in our budget to cover; we are also going to do additional spraying on backside of lake

g. Documents – Carl Harrison

Not at this time

h. Fire Prevention – Jim Fox

received a copy of draft; if no objection will get together with Randy; Aqua will be doing work on Falling Waters side with the fire hydrants – one on Bridal and one closer to West Lakeview; will miss this year’s fire season because it is almost upon us.

Ralph Silvestri – regarding the fire hydrants – is there a monthly fee? Should it be addressed in the budget?

John Castellano – we do pay and it comes out of the utility bills; we monitor the aggregate number.

10:20AM

President’s Report - Dan Clark

No

10:21AM

Management Report – John Castellano / Randy Schmalzle Projects:

1. River Park – Work is nearly completed.
2. Otteson Property – No word on this
3. New sports Complex – Courts are nearly complete. Some work remains on the grounds, lighting and installation of fence. Work will be completed in early spring.

Public Safety

Training and preparations are underway for the summer season.

Maintenance

Snow removal remains a priority.

Project lists are being developed for the spring season. Every spring the main concentration is grounds clean up. We are looking at all the summer equipment and facilities and planning for all repairs.

Road bid packets are being prepared with hope of spring paving.

Summit

The Summit is preparing to move in to an off season schedule. The summer plans and menus are being developed

Ski

We continue to work with our insurance carrier dealing with the claim on the damaged gear box. The gear has been sent out for repair. At some point this summer the gear box will be reinstalled.

Administration –

Preparations for the new fiscal year are underway. New stickers have been ordered and schedules are being developed.

A preconstruction meeting for this summer’s Aqua project will be held this week at the POC office. This project is a main replacement on Falling Waters Blvd. and East Lakeview.

Plans are being developed for the remodel in the POC office which will take place this spring.

Activities

Upcoming events are posted on the web and are available in the weekly messages.

10:41AM

For the record – Peter Torchio needs to leave the meeting at this time to attend another meeting.

Ralph Silvestri – I’m a little concerned about the security cameras and the fight incident that happened at the pool. We had a meeting 4 or 5 months ago and I haven’t seen any movement on it. I would like to see more urgency.

Dan Clark – additional cameras have been installed and system is operating.

10:47AM

Old Business

- a. SOP’s for the Board – Ralph

Report attached to minutes. A lot of the information is handled in By-laws and procedures. I would like a clear definition of what the Executive committee handles. Dan and Steve give a brief explanation.

11:15AM

New Business

- a. Motion for Treadmill

Motion:3:29:14:1

Whereas there is a need to buy a new treadmill for the fitness center and whereas currently there is not sufficient money on the line item in the 2013-2014 budget to cover the entire cost

Therefore be it resolved that the Masthope Mountain Community Board of Directors approves the spending of \$600 to cover the outstanding cost of a new

treadmill. The money shall be taken from the Board's discretionary capital line.

Maker: Steve Stern

Second: Foster McCoy

Vote: 10-0; motion passes

b. New Variance Procedure

Motion:3:29:14:2

Whereas our attorney and insurance carrier has recommended that we develop a new procedure when a member asks for a variance

Therefore be it resolved that the Masthope Mountain Community Board of Directors adopts the new variance procedure as attached to this motion.

Maker: Steve Stern

Second: Ed McClary

Vote: 10-0; motion passes

ECC Variance Request Procedures

Steps involved

- 1. Request submitted in writing to ECC Officer.**
- 2. Hearing scheduled a minimum of 30 days from request.**
- 3. Certified notification of all neighboring properties.**
- 4. Request and hearing date posted on community website for not less than 20 days.**
- 5. Request and hearing date posted in weekly messages for a minimum of 3 editions.**
- 6. It is the responsibility of the applicant to pay for all expenses incurred by the community to facilitate the hearing.**

Required documentation

- 1. Narrative explaining the variance and reasons for need.**
- 2. Land development variance required professional survey maps.**
- 3. Building dimension variance required building plans, plot plans.**
- 4. Color or material variance requires sample presentation.**

Legal or professional representation is welcome, notice of representation must be given 15 days prior to hearing.

All supporting documentation must be presented 15 days prior to hearing.

No variance will be issued that is not in conformance with any local, state or federal law or regulation.

Any appeal of the decision must be submitted in writing to the Board of Directors and the hearing procedure will be repeated.

Guide lines for the ECC Variance

The granting of a variance from existing documented rules and regulations requires consideration of the impact on the community as a whole and individual surrounding properties.

It is the responsibility of the applicant to provide proper documentation of the project including, but not limited to engineered building plans, professional survey and statements of professional witnesses. The applicant must also present a narrative describing any hardship which causes the need for variance.

Any request for a variance must be treated in compliance with the procedure adopted by the Board of Directors no matter how minor it may appear.

Motion:3:29:14:3

Therefore be it resolved that the Masthope Mountain Community Board of Directors approves the use of up to \$14,000 budgeted monies for the engineering study costs for the

Strategic Planning Committee proposal of the Pool Area and concept layout cost estimates and schedule of projects.

Maker: Paul Bakos

Second: Michele Torre

Vote: 10-0; motion passes

11:40AM

Property Owners Time

Charlotte Brutkiewitz 153FW – regarding people living here in the community – we have a level 3 sexual offender renting in the community. I am not allowed to say name or street but we have a lot of children in this community and it's dangerous. We should require background checks on anyone renting in here. We should have it in the By-laws.

Dan Clark – you spoke to a lawyer – what did he tell you in regards to what we can put in the By-laws? You cannot prevent a person from renting.

Charlotte Burtkiewitz 153FW – you have to put a request that the owner of the home do a background check. If they don't do it, then we do it and back charge them. Something has to be done.

Steve Stern – the question was put to the attorney – can we require a background check on long term renters? We were told yes we can on long term renters. Even if you find something you cannot prevent them from renting. We have to be careful but will go back to the attorney.

Bruno DeVinck 161 Heritage – on parking in top lot there are 10 handicap spaces. Is that required?

Steve Stern – spaces far exceed what we are mandated.

Dorothy Dexter Bakos 506FW – for special events there are some elderly people that don't want to come because it is hard to get into the facility. Please put a sign up to drop people off close to building. Also regarding Bingo – please put in messages and Channel 80, website that it benefits the Lackawaxen Ambulance Service. We would like to put out flyers and generate more money.

Diane Braver 328FW – based on allocation of monies - \$300,000 from the ski fund surplus, what is starting balance & ending balance?

Dan Clark – that information was in the document that was mailed out to everyone.

Diane Braver 328FW – then we're using \$250,000 from Ski reserve – how much is in ski Reserve?

Dan Clark – If you are talking about the money to potentially purchase the house it did not come from Ski Reserve; \$250,000 being borrowed from Capital Reserve which will be repaid from surplus from Ski Reserve each year. The Ski Reserve Fund has \$350,000 in it. Each year you have a surplus. We have inflows and outflows during the year from what is assessed.

(Additional conversation & explanation continued regarding Ski Capital, Reserve and Fund).

Dorothy Dexter Bakos 506FW – to clarify we have that pot of money but we also have a loan on that money.

Rose Perrotti 164FW – it was discussed months ago about the possibility of minutes going on the website before they are approved in a draft form but that never happened. I'm talking about the GMM minutes.

John Castellano – I have some reservations about a draft form – a summary might be better.

Steve Stern – The only problem that could come in would be that if something was in the draft and someone questioned it then by rule we would have to read all the minutes at the meeting. We could put it down as draft and say the official minutes will be approved and

that there could be mistakes. Keep in mind that our minutes are summary minutes.

John Castellano – there needs to be a directive.

Dan Clark – the board will make a motion that says we will do this; will do this in April.

Nancy Mawhinney 228FW – I went to the POC on March 5 regarding Motion #10. Is there a reason it is not in the book?

Dan Clark – based on what the lawyer said, Motion #10 was put out there before it should have been put out there so it was taken off the board. Basically it was not a motion but an action based on Article 1.

Nancy Mawhinney 228FW – wasn't it a motion if it was published on the ballot?

Dan Clark – no, it should not have been done until Article 1 was approved. Then you would see that content.

Motion to end open session and go into Executive session.

Maker: Joe Gladis

Second: Michele Torre

Vote: motion passes

12:15PM Meeting Adjourned