

<b>MEETING CALLED BY</b>	Setauket Meadows Board of Directors
<b>TYPE OF MEETING</b>	Home Owners' Association Meeting
<b>FACILITATOR</b>	Deborah Schade
<b>NOTE TAKER</b>	Deborah Schade
<b>BOARD ATTENDEES</b>	Joe Cerullo, Lou Petix, Eileen Duffy, Tom Purcell, Deborah Schade
<b>GUEST</b>	Dave Morse, HPM Manager

*Meeting began with Pledge of Allegiance led by Joe Cerullo*

### *Agenda topics*

**Social Committee Update**- Ellen was unable to be on Zoom and asked us to tell the community that she would send an email blast to the community with the Social Committee updates.

**2020 Financial Update & 2021 Budget Presentation** – was introduced by Deborah Schade.

#### 1. Agenda Presented:

1. Setauket Meadows 2021 HOA Board of Directors' Organization & Functional Responsibilities
2. Setauket Meadows 2021 Calendar: Homeowners Association Meetings
3. Setauket Meadows Financial Update: 2020 Reserve Position
4. Setauket Meadows Financial Update: 2020 Revenue Analysis
5. Setauket Meadows Financial Update: 2020 Expense Analysis
6. Setauket Meadows Financial Update: 2021 Expense Budget Analysis
7. Setauket Meadows Financial Update: 2021 Budget Summary & Fee Analysis

## 2. 2020 HOA Board of Directors' Organization & Functional Responsibilities

### Organization:

<b>President:</b>	<b>Joe Cerullo</b>
<b>Treasurer:</b>	<b>Tom Purcell</b>
<b>Vice Presidents:</b>	<b>Eileen Duffy</b> <b>Lou Petix</b>
<b>Secretary:</b>	<b>Deborah Schade</b>

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3. Followed by each Board Member's Responsibilities (please see presentation file posted on the Setauket Meadows' Website for more detail)
4. 2021 Calendar of HOA Meetings

May 13, 2021.....Thursday..... 7:00 PM  
Audited Financial Statements Presentation

August 19, 2021.....Thursday .....10:00 AM

October 14, 2021.....Thursday.....7:00 PM  
Board of Director Election

November 18, 2021.....Thursday.....7:00 PM  
2022 Budget Presentation

5. Financial Portion of the Presentation was presented by Joe Cerullo (please see presentation file posted on the Setauket Meadows' Website for more detail).

To sum up the final analysis it was announced that there would be no increase to the HOA fees for 2021, the community is in solid financial health and the total HOA reserves are projected to reach \$533,392 by Dec. 31, 2020.

Joe expressed his sincere appreciation for George Rice, our HOA VP for many years, who passed away in 2020. He was a valuable member of our team and worked tirelessly to serve the Setauket Meadows community, which he loved. He also expressed appreciation for Lou Petix, who stepped in to fill the position George left open to help the HOA board and community. Lou was a former HOA Board member, and thus is able to hit the ground running, making for a smooth transition.

Although each board member has a particular area of responsibility, the first point of contact when a resident has a problem or issue is to contact HPM, our management company. You can submit your questions, concerns and work orders directly on the HPM website, <http://www.hpml.com/>.

## **Board of Directors Update**

1. **Beautification Project Update & Funding**- Presented by Joe Cerullo.
  - The builder intends to put up the Estate fence this year. We don't know when it will be completed and assume weather will be a factor. We have no control over the builder's schedule. They are paying for the entire fence project as a result of an agreement they made to us in 2011-12. They have been working in good faith.
  - After the fence installation is complete, the community will begin the beautification project, which will irrigate and landscape behind the fence toward the community buildings per the agreement made with the town since we obtain the 'change of use' in our covenant allowing us to plant in that buffer area. Next Joe and Lou and the town liaison will map out a landscaping plan and get bids from 3 companies. We originally estimated approximately \$1,000 per unit to landscape and irrigate the full 2000 linear feet (from Comsewogue to just before the LIRR), but we'll know the more current cost when the bids come in. The funding will not come out of the reserves, because we are trying to build them up so that they reach a point (above \$750,000) where the interest on them will fund some of our expenses. Therefore, we will not be using the reserves at this time. We will be funding the project with an assessment to be determined after we have gotten competitive bids in and determine the best course of action.
  - For any new residents, we welcome you and encourage you to please feel free to contact any Board member with any questions you might have on the financial statement or otherwise.
2. Safety issues – presented by Eileen Duffy. Please be mindful that we are connected to one another so it is extra important that you maintain your Smoke and CO2 Detectors. This autumn we had the opportunity to have the alarm company replace the batteries at the home-owners request, so I hope many of you took advantage of that. The general rule is to replace a smoke alarm at least every ten years. You can often determine the date your smoke alarm was manufactured by checking the back of the alarm, where manufacturers often print the date that the alarm was built.

STP (Sewage Treatment Plant) – is a sensitive system of pipes that is made to handle natural waste. You can NOT dispose of wipes, diapers, hygienic pads without serious ramifications. The system will clog up and cost us thousands of dollars to repair the system. So please only flush natural waste and toilet paper. Please advise your cleaning people and personal aid if you have them in your employ.

Eileen mentioned that her Yahoo email account was hacked when she thought a scam email from "Yahoo" was legit when it asked her to click the link in the email body and update her password. By doing what they asked she unintentionally gave the hackers access to her email account and all the contacts in her account. Be warned not to be tricked by those types of email scams!

Eileen is the landscaping liaison and the landscaping maintenance will start up again in March. Remember the grass and shrubs belong to the community and we strive to keep our grounds beautiful and well maintained. If there is a problem you can send a work order to HPM and an email to Eileen, who will follow-up on landscaping issues.

**HPM Update-** No updates at this time

## **Community Comments:**

Resident Question & Answer Period

1. Will the fence be installed before the winter sets in (what is the timeline)? The way they have left the property leaves our development very vulnerable. ***The fence is in progress but we do not have an answer on when it will be completed. See minutes above.***

***Ann Razzano***

2. Once the fence is completed, what beautification measures will the HOA be implementing? ***See answers to these questions above in Beautification Update from Joe Cerullo.***

- For example, brush removal, tree pruning, irrigation, new tree and shrub planting, etc.
- -What will we be assessed for our portion of the beautification project?
- -Would the HOA consider using part of our reserve fund to assuage the amount of the assessment for the project? We would like to see the reserve used sometime within our lifetime.
- Lastly, it's been a longtime coming and I am excited about the Fence Project and hope the final project will positively reflect the upscale nature of Setauket Meadows.

3. On another topic, will seasonal decorative lights be put on the "branches" of the median trees on the drive up to Setauket Meadows? ***Lights were put on the trunks this year. We're hoping to have the branches lit up next year.***

- The addition of a flag pole to fly our American flag is a great addition to the drive up to Setauket Meadows.
- The addition of Lou Petix to the Board provides us with an experienced board member who will keep the improvement of Setauket Meadows as a primary goal.

***Joe & Alice Polizzi***

**Meeting Adjourned: 7:30pm**