

**Autumn Ridge at Manchester**  
*Condominium Association Annual Meeting*  
**July 30, 2019 (6PM)**

**Meeting Minutes**

Attendees: Glen McDonald(GM), Andrew Biddar(AB), Carol Maguire(CM)

Resident Attendance by Address

1. 64 Rockingham
2. 8 Rockingham
3. 62 Rockingham
4. 21 Arden
5. 8 Arden
6. 23 Rockingham
7. 10 Rockingham
8. 31 Rockingham
9. 7 Rockingham
10. 7 Arden
11. 57 Rockingham
12. 28 Rockingham
13. 33 Rockingham
14. 24 Rockingham
15. 3 Arden
16. 12 Arden
17. 9 Arden
18. 25 Rockingham
19. 56 Rockingham
20. 15 Rockingham
21. 59 Rockingham
22. 47 Rockingham
23. 54 Rockingham
24. 68 Rockingham
25. 22 Rockingham
26. 3 Rockingham
27. 1 Rockingham
28. 8 Rockingham
29. 26 Rockingham

Annual Board Meeting 07/30/2019:

- I. Call to Order  
GM
  - called 7/30 meeting to order at 6:03PM
- II. Proof of Notice  
GM
  - discussed methods of notification (Hand Delivered, Notice Board, Community Website)
- III. Old Business  
GM
  - First annual meeting of the condo association for this year, 2019
  - Approval of Meeting minutes from 5/23/18
    - i. Andrew Motioned
    - ii. Nick Scalzo 2<sup>nd</sup> (8 Arden)

iii. All in Favor

IV. New Business

GM

- Community Sales & Closings
  - i. GM
    - 1. 82 Total Units, with only 1 unit remaining. 73/82 closed and occupied, 9 closings left,
    - 2. (4 Arden which is an Affordable, if u happen to know anyone looking for an Affordable 2 Bedroom Home, have them contact Madeline)
- Condo Association Website
  - i. GM
    - 1. AutumnRidgeAtManchester.com
    - 2. Condo questions and concerns should be Directed to Andrew ([Andrew.hfa@gmail.com](mailto:Andrew.hfa@gmail.com))
- Financial
  - i. CM
    - 1. The Balance Sheet Dated 7/31/2019 was presented
    - 2. We have a few residents which have become delinquent on Association dues, they have been notified.
    - 3. Regarding monthly association dues, we have a only payment portal “Cozy” contact Andrew if u would like to be enrolled, as a reminder Association dues are due by the 1<sup>st</sup> of the month. Homeowners can pay multiple months if they wish.
    - 4. 10% of your Association dues go towards “reserves” which is for large repairs down the road, (roofing, siding, curbing)
    - 5. Annual Audit underway
- Rules & Regulations
  - i. AB
    - 1. Thank you, residents, for doing your best to keep the parking off the street. Please make all effort too fill all open parking spaces before parking on the street.
    - 2. Trash Collection should improve with the additional trash dumpster, the community now has curb side recycling. Residents must utilize a can no larger than 32 gallons.
- Resident Board Member Election
  - i. GM
    - 1. Interested Candidates are to submit BIO by august 15<sup>th</sup>
    - 2. Voting will commence by mail ballot starting September 1<sup>st</sup>

- Open Discussion

1. Landscaping Concerns

- AB – We are enrolled in a Fertilization / Weed Prevention Program, we will follow up and make sure we are on track
- GM – Dead Shrubs are scheduled for replacement when weather cools down.

2. Building 11 Homeowners asked about plantings on the berm in backyard & standing water

- GM - No Plantings were to be installed; the water issue has been resolved with adjustments to irrigation timing

3. Residents questioned the Basins in the community.

- GM - Discussed our Bio Retention Basins and why there is vegetation within them.

4. Recycling Questions

- AB - Homeowners must utilize a can no larger than 32 gallons for Recycling purposes, Homeowners can use more than 1 can if necessary. Curb side Recycling is every other Wednesday.

5. Some Residents concern regarding Dog Waste

- AB - We have designated dog run areas located adjacent to the large retention basins; we have also provided clean up bags for waste located on the fencing in dog run location. Homeowners are required to curb their animals.

6. Some Residents mentioned some inoperable street lighting

- GM - Directed residents to email Andrew ([Andrew.hfa@gmail.com](mailto:Andrew.hfa@gmail.com)) with the street pole numbers so we can notify JCP&L of the outage

7. Residents Questioned Towing vehicles parked in unauthorized areas.

- AB - Residents should park in all open parking spots before resorting to parking on the Street. During the winter months with snowplow. We ask that ALL vehicles be removed from the street for proper snowplowing.

8. Homeowner asked about our Website having a Blog for Residents

- AB - We will notify our website provider and see if this is a possibility.

Meeting was adjourned at 7:41PM