

Northfork Property Owner's Association, Inc.
BOARD OF DIRECTORS MEETING
Tuesday, February 17, 2009

ATTENDEES: Dan Guisinger, Dan Perez, Anthony Cardillo, Mark Slifkin, Tom McElroy, Gary Troast and John Wood were present. Carolynne Casale, representing Bristol Management, was present.

CALL TO ORDER: Dan Guisinger called the meeting to order at 7:00 p.m.

MINUTES APPROVAL: A motion was made by Anthony Cardillo to approve the minutes from the January 20, 2009 meeting; the motion was seconded by Mark Slifkin and carried unanimously.

TREASURER'S REPORT: Dan Perez advised that some issues concerning allocation of expenses on the financials had not been communicated by him to Bristol Management which delayed the closing of the 2008 books. (The program used by BMS will not function properly for the next calendar year without first closing out the previous year's books and resulted in the delay in obtaining the January financials.)

In 2009, expense allocations for the following accounts would be ~~charged~~ tracked to each side, as incurred: Legal, Gate repairs and Fountain repairs/maintenance.

All Utilities would be divided 72% (east side)/28% (west side).

Reserves: two years ago, \$50K was approved at the annual meeting to be transferred from Reserves. A transfer of \$17K from Deferred Maintenance into Landscaping will be done to resolve this.

BMS was requested to obtain the cost of replacing the entrance gates in order to confirm the correct funding of the gate reserves. At the present, the gate reserves contain \$64K, which may prove to be over funded.

Dan Perez recommended that the POA open another CD, however, they should wait until the current rates become more competitive.

COMMITTEE REPORTS:

ARB Committee Report: There was nothing to report at this time.

Landscaping Report: John Woods, Tony Cardillo and Dan Perez met with Tony Grimaldi of Cotleur Hearing to discuss Phase II of the entrance landscaping. A few minor changes were discussed.

He recommended that the board put out bids for the Phase II planting, tree removal stump grinding and new paver sidewalks on both the east and west sides. He questioned the board as to when new plant installation would begin along Northfork Drive and the cul-de-sacs.

The crepe myrtles at the entrance need to be pruned. Rick Parker. BMS spoke with Rick Parker who advised that this pruning job was removed from his invoice and he never invoiced for it. The board suggested that Southern Exposure provide an estimate for this work.

OLD BUSINESS:

Tract D:

- BMS will arrange another meeting with Gary Gleichman of Treasure Coast, Matt Murphy of Southern Exposure and members of the NF board to review the number of plants that were removed & replaced and the number still needed to be replaced.
- It is imperative that this area be landscaped correctly in order to resolve the impending litigation in a timely manner.

Phase II Landscaping:

- Coteleur Hearing is scheduled to have the revised site plans for Phase II ready on Friday.
- Board will review plans on site over the weekend, per Dan Guisinger
- Tony Cardillo will procure paver samples for the walkways
- Once the site plans are approved, an RFP will be sent out to landscaping and paver companies for proposals.

Tree Removal/Sidewalk Repairs:

1. The meeting with Shawn Nieman of the TOJ and Gary Troast, Mark Slifkin and Dan Perez was discussed. Mr. Nieman walked the community and appeared to be very sympathetic with the NF community and the damage being caused to the infrastructure because of the oak tree roots.
2. Shawn advised the board that the TOJ needs the board to provide them with options as to the resolution of these problems (e.g. how many trees to be removed, location of these trees, how many trees to be replaced and where will they be planted, number of sidewalk repairs to be made, etc.)

The board summarized a plan of action as follows:

- Get the legal opinion from Laurie Manoff about who is responsible for the sidewalks and street trees in the community (POA or Owners), after she has studied the plat. (Site plats from the TOJ revealed that the POA was actually responsible for the sidewalks and trees, as the property lines extend from the crown (center line) of the street to the sidewalk edge of the unit owner's front lawn; another ten feet from this point is the utility easement.)
- Identify what trees need to be removed (photos and addresses should be included)
- Present this information to the TOJ in an effort to secure the proper permits for tree removals.
- Sidewalks – areas in need of immediate repair will be identified by the board and painted with a bright yellow or other visible color paint in a color different from the color used by BMS in the past.
- Get estimate from Tarts Artistic Concrete (contractor who did repair work at New Haven for Bristol) for repairs identified as “immediate” by the board.

West side fountain replacement:

- Superior Waterway presented an option of replacing the nozzle on the existing aerator to duplicate the spray of the east side fountain. The board would like to see a fountain where this has been done before they commit.
- How can the cables for the fountains be kept beneath the water's surface to avoid algae build-up along the line?
- Treasure Coast – request their fountain proposal.

Citrus Greening:

- Dan Perez advised that he had a state inspector check his trees and others in the neighborhood and was advised that they were infected with Citrus greening.
- A second inspector is scheduled to return to NF and submit a report on the citrus trees
- Once the diagnosis has been verified and the procedures to be followed established, this information should be placed in the next newsletter.

Other Issues:

1. Island Way: Board requested that a letter be sent to the TOJ requesting that they either intercede on our behalf with the builder or surrender the bond funds to Northfork, who will complete the landscaping and clean up work.
2. Street Drains – Many storm drains in the community are becoming clogged with debris & leaves from the trees. It was recommended by BMS to have Southern Exposure’s crew periodically clean off these drains with a rake, at least until the season for this defoliation ends.

MANAGER’S REPORT: (on file).

- **155 NRDE** – have Attorney send this owner a letter regarding landscaping noncompliance.
- **135 NRDE** – late fees – owner paid assessment but refused to pay late fees. Board recommended sending this owner, as well as all owners who have late fees, a letter quoting Article VII with a statement that if payment of all monies due are not paid within 15-days, their account will be sent to the attorney for collection and they will be responsible for all legal fees incurred. If this fails, their account will be sent to a collection agency.

NEW BUSINESS:

- **Gate Code Changes:** The Board decided not to change the gate codes at this time.
- **Fencing Proposals-West side:** The proposals received from Lawrence Fence were for a six foot galvanized chain link fence. A new quote will be requested from them for a “green” 5’ x 312’ chain link fence to be installed along NF Drive, adjacent to the court area.
- **Contract Reviews:** BMS to furnish the board with current copies of all existing contracts in effect with the POA for review at the next board meeting.
- **Outfall Pipes in Lakes:** BMS will obtain a proposal for outfall pipe repairs in the east side lake.

ADJOURNMENT:

With no further business before the Board, a motion was made to adjourn. Meeting was adjourned at 9:40 p.m. The next scheduled meeting is to be held on March 17, 2009.

Respectfully submitted by,

Carolynne Casale

Carolynne Casale, LCAM

Minutes Approved: March 17, 2009