IMAGINEERS LLC

MEADOW HILL, INC.
BOARD MEETING
July 20, 2022 AGENDA

MEETING TO BE HELD AT CLUBHOUSE

EXECUTIVE SESSION MEETING 12:00 – BOARD ONLY

1. Executive Session – 12:00 - Call To Order, Roll Call, Board Members Only
    a) Delinquencies, Actions, Collections, Attorney Status
    b) Pending contracts under negotiation
    c) Pending/current litigation
    d) Human Resource/Personnel Issues/Actionable Items
        Work Order Process/Exterminating/Employee Handbook Update

OPEN SESSION 1:30PM

2. President's Remarks

3. Financial Reports (Treasurer)

4. Maintenance Reports
    - Superintendent Report/Maintenance & Work order review
    - Project List

5. Manager's Report
    - Calendar Review
    - Correspondence

6. Committee Report
    - Grounds Committee
    - Tree Committee
    - Communications Committee – Signage
    - Long Term planning Committee
    - Rules Committee
    - Social Committee
    - Fire Rebuild Committee

7. Open Forum – Owners may provide input, commentary and ask questions (Floor is Open)

8. Old Business
    - Any other od business to discuss?

9. New Business
    1. Consider items raised in owners' forum and committee reports
        - Committee Recommendations
    2. Consider items discussed in executive session and hearings
        - Any items to vote on?

    3. Consideration of Homeowner Variance Requests

  - Any other homeowner variance requests to approve?

4. Deck Inspection Proposal
5. Any other new business to discuss?

10. Adjournment

MINUTES

Meadow Hill, Inc.
Executive Board
June 15, 2022

Executive Session - The Executive Session convened at 12:48 PM by Property Manager Sheila Duncan. Board Members present: President Toni Dolan, Vice-President Ed Litke, Jim Fuda, Secretary, and Director Sandy O'Leary.

Per state law, voting on any issue discussed in Executive Session is done in Open Session of the Board of Directors meeting. See the Open Session notes below for any action necessary by the Board on any item discussed in Executive Session

The Executive Session closed at 1:28 PM

Open Session - The Open Session of the Executive Board Meeting convened at 1:30PM and was presided by President Toni Dolan.

Present were: Executive Board- President Toni Dolan, Vice-President Ed Litke, Jim Fuda, Secretary, and Director Sandy O'Leary constituting a quorum, along with Maintenance Supervisor-Darien Covert; Meadow Hill Account Manager-Sheila Duncan of Imagineers.

Minutes – Minutes of the May 18, 2022, Executive Board Meeting were approved by e-mail vote unanimously (6-0) and uploaded to the Meadow Hill and Pilera Web sites**.**

President's Remarks – President Dolan welcomed the new Board and looking forward to the next year.

Treasurer's Report - Connie Liscomb, recent Treasurer, reported the 2021 audit was completed Meadow Hill received a positive report for Meadow Hill. Two housekeeping recommendations were made for the Board to consider. These recommendations will be documented in the final report for the Board's review and consideration. Overall financials continue to be strong but tight as we navigate through the end of the year.

Maintenance Report

Darien Covert reported that Work Orders are slightly behind but being worked on. Activities noted as follows:

- ✓ Pruning to start on Tuesday, the 21st
- ✓ Garage door bottoms – 15 remain up to date.

- ✓ Bench for south entrance purchased and needs the location to be identified. Grounds will be consulted.
- ✓ Power washing will start next week.

Committee Reports

1) Communication Committee – Toni reported on Gene Flynn's behalf stating the contract with TCN for an emergency notification system was terminated and another vendor is being researched. The emergency signage for access to the units is taking next steps with a mock-up of wayfinding signage discussed with the Town of Glastonbury. The signage once fully implemented, coupled with changing the unit numbers to a contrasting, reflective paint color, will provide improved visibility and quicker access to units.
2) Grounds – Kathy McDonald- Prouix reported spring plantings have been completed and the pollinator garden is sprouting (thanks to the volunteer water crew). The Ground Committee is beginning to discuss plans for the fall season.
3) Trees – Bob Kolwicz noted the committee would be meeting with Watson Tree services for estimates on tree care and will have a report to the Board for the July Board meeting.
4) Maintenance – Bob Kolwicz noted the Committee would be getting a report and recommendations on wall repairs to the new Board. The Committee has met with Alex of A&D Masonry for proposals. Funds for repairs are allocated in the 2022 Budget.
5) Long Term Planning – Jim Fuda reported the Committee will submit a report and a recommendation to the Board for remediation of the aluminum wiring connections at Meadow Hill. Report will be distributed to the Board the week of June 20th for discussion and action at the July Board meeting.
6) Rules – Toni Dolan reported the rules are being reviewed and evaluated. Initial observations identified the need for clarity and specifics in some of the existing rules.
7) Social – Sandy O'Leary announce the 4th of July Brunch will take place on Sunday, June 26th. Flyers have been distributed.
8) Rebuild – Unit #6 and 10 - Jim Fuda reported equipment was being moved to the site for the start of demolition the week of June 20th. Residents will be notified prior to the start of construction. Plans have been completed by our Architect and submitted to the Town for application for the Building Permit.

Manager's Report - Sheila Duncan of Imagineers reported activities performed and completed as reported in Board Packet. Variance letters approved by the Board have been sent out to Unit Owners and Annual Meeting Notice for the June 9th meeting was sent in accordance with the Association By-Laws.

Open Forum – Comments received as follows:

- ✓ Unit #57 (Ann D'Auria) – trash areas messy and dog owners leave pet waste bags on the ground
- ✓ Unit #272 (K. Collins) – concerned with outside grilles being in violation.
- ✓ Unit #171 (Roger Bouchard) – identified two issues. One, identified a concern for poor sight distance at North entrance and second asked for a clarification on how the aluminum wiring remediation costs would be apportioned to Unit Owners. The Board clarified aluminum wiring costs will be apportioned to the specific unit and scope of work encountered and required for that unit. There will be an adjustment if a unit has had upgrades to copper.
- ✓ Unit #191(Vin Liscomb) – the Board provided clarification that aluminum wiring remediation is for connections and not rewiring of the unit in response to Vin's comment.

Old Business - none

New Business

1) <u>#89 HWN</u> - Variance request for patio with pavers of grey or grey/brown was approved 4-0 by the Board on a motion by Jim Fuda and seconded by Ed Litke. A separate request for building a paved ramp to eliminate the step up at the front door was approved prior to the meeting by e-mail vote (7-0).
2) <u>Unit #179</u> – Unit owner request for removal of overgrown pine tree as reviewed and recommended by the Ground Committee was approved by unanimous vote (4-0) by the Board on a motion by Toni Dolan and seconded by Sandy O'Leary.
3) <u>Units #99 and 105</u> – Work Order #464033 request for removal of overgrown shrubs as reviewed and recommended by the Grounds Committee was approved by unanimous vote (4-0) by the Board on a motion by Ed Litke and seconded by Jim Fuda.

Adjourn - Meeting was adjourned by unanimous vote (4-0) at 2:38 PM. Jim Fuda moved, Ed Litke second.

E-mail votes from May 19 to June 15, 2022 - The following is a record of e-mail votes since the last Board meeting:

1) 06/14/2022 - On a motion by Toni Dolan and seconded by Jim Fuda, the Board voted unanimously (7-0) to approve the variance request for the installation of an asphalt ramp to the front door of Unit #89 per the Application request on file.

2) 06/13/2022 - On a motion by Ed Litke and seconded by Dave Faxon, the Board voted unanimously (7-0) to approve the Minutes of the Annual Meeting and the Executive Board Meeting for Election of Officers held on June 9, 2022.

3) 06/09/2022 - On a motion by Toni Dolan and seconded by Jim Fuda, the Board voted unanimously (6-0) to approve the renewal of our dental plan with Anthem Blue.

4) 06/07/2022 - On a motion by Connie Liscomb and seconded by Jim Fuda, the Board voted unanimously (6-0) to approve the findings of the 2021 audit as submitted by our auditor.

5) 06/06/2022 - On a motion by Gene Flynn and seconded by Sandy O'Leary, the Board voted unanimously (6-0) to sever the contract with TCN immediately and to terminate the $50 monthly charge.

6) 06/06/2022 - On a motion by Toni Dolan and seconded by Jim Fuda, the Board voted to allow unanimously (6-0) to allow guests at the pool effective immediately.

7) 05/27/2022 - On a motion by Toni Dolan and seconded by Jim Fuda, the Board approved unanimously (6-0) the minutes of the 05/18/2022 Executive Board Meeting.

8) 05/24/2022 - On a motion by Gene Flynn and seconded by Jim Fuda, the Board approved unanimously (6-0) the planting of two trees with a purchase price of up to $800.

Time of adjournment – 2:38 PM

Minutes submitted by: Jim Fuda,

Minutes approved by: 06/20/2022 email vote (4-0)

Attachments: None

IMAGINEERS LLC

FINANCIAL REPORT

Balance Sheet Report
Meadow Hill, Inc.
As of June 30, 2022

	Balance Jun 30, 2022	Balance May 31, 2022	Change
Assets			
Operating Cash			
1103 - Webster Debit Checking	1,787.40	1,296.67	490.73
1105 - Key Bank - Checking	1,353.94	1,353.94	0.00
1140 - Operating Checking - Pacific Premier Bk	5,463.32	7,009.55	(1,546.23)
1145 - PPB Inc Claim 06C00716	521,583.24	522,684.49	(1,101.25)
1170 - Segregated Funds - Insurance	11,000.00	11,000.00	0.00
Total Operating Cash	**541,187.90**	**543,344.65**	**(2,156.75)**
Money Market			
1303 - Key Bank Money Market	36,698.64	36,698.64	0.00
1340 - Money Market - Pacific Premier Bank	132,989.66	122,047.13	10,942.53
Total Money Market	**169,688.30**	**158,745.77**	**10,942.53**
Certificates of Deposit			
1401 - Key Bank CD	121,723.39	121,723.39	0.00
Total Certificates of Deposit	**121,723.39**	**121,723.39**	**0.00**
Accounts Receivable			
1600 - Accounts receivable	955.00	801.00	154.00
1604 - Accounts Receivable Reserves	32,497.87	32,497.87	0.00
1605 - Reserve Recievable - WindsorFed Ln Payof	17,426.36	20,911.64	(3,485.28)
Total Accounts Receivable	**50,879.23**	**54,210.51**	**(3,331.28)**
Prepaid Expenses			
1701 - Prepaid Insurance	65,130.75	75,560.00	(10,429.25)
Total Prepaid Expenses	**65,130.75**	**75,560.00**	**(10,429.25)**
Fixed Assets/Accum Depreciation			
1806 - Equipment	13,040.89	13,040.89	0.00
1815 - Furniture & Fixture	5,038.08	5,038.08	0.00

Balance Sheet Report
Meadow Hill, Inc.
As of June 30, 2022

	Balance Jun 30, 2022	Balance May 31, 2022	Change
Assets			
Fixed Assets/Accum Depreciation			
1820 - Skid Steer	29,768.00	29,768.00	0.00
1821 - Snow Blower	8,669.67	8,669.67	0.00
1822 - 2016 Pick Up Truck	49,797.68	49,797.68	0.00
1807 - Accumulated Depreciation.: Equipment	(98,223.97)	(98,223.97)	0.00
1808 - Loan Origination Costs	168.84	168.84	0.00
Total Fixed Assets/Accum Depreciation	**8,259.19**	**8,259.19**	**0.00**
Total Assets	**956,868.76**	**961,843.51**	**(4,974.75)**
Liabilities			
Current Payables			
2100 - Accounts payable	4,000.00	2,805.87	1,194.13
2101 - Insurance payable	61,956.08	61,956.08	0.00
2103 - Due to Reserves	32,497.87	32,497.87	0.00
2107 - Due to Reserves - Windsor Fed Payoff	17,426.36	20,911.64	(3,485.28)
2200 - Unit Owner Fees Received in Advance	28,914.91	26,936.91	1,978.00
2203 - Deferred Insurance Claim Income	517,583.24	521,740.74	(4,157.50)
2302 - Accrued Expenses	23,595.00	23,370.00	225.00
Total Current Payables	**685,973.46**	**690,219.11**	**(4,245.65)**
Long Term Payables			
2401 - Loan Payable - Truck	2,478.76	3,100.95	(622.19)
Total Long Term Payables	**2,478.76**	**3,100.95**	**(622.19)**

Balance Sheet Report
Meadow Hill, Inc.
As of June 30, 2022

	Balance Jun 30, 2022	Balance May 31, 2022	Change
Liabilities			
Reserve for Future Major Repairs & Repl			
2500 - Contract Liability	237,225.17	237,225.17	0.00
Total Reserve for Future Major Repairs & Repl	**237,225.17**	**237,225.17**	**0.00**
Total Liabilities	**925,677.39**	**930,545.23**	**(4,867.84)**
Owners' Equity			
Members Equity			
3100 - Members Equity	(48,212.99)	(48,212.99)	0.00
Total Members Equity	**(48,212.99)**	**(48,212.99)**	**0.00**
Replacement Reserves			
3200 - Replacement Reserve	28,092.63	28,092.63	0.00
3203 - Fixed Asset Fund	2,499.95	2,499.95	0.00
Total Replacement Reserves	**30,592.58**	**30,592.58**	**0.00**
Total Owners' Equity	**(17,620.41)**	**(17,620.41)**	**0.00**
Net Income / (Loss)	**48,811.78**	**48,918.69**	**(106.91)**
Total Liabilities and Equity	**956,868.76**	**961,843.51**	**(4,974.75)**

Income Statement Report
Meadow Hill, Inc.
Meadow Hill, Inc.
June 01, 2022 thru June 30, 2022

	Current Period			Year to Date (6 months)			Annual	Budget
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	Remaining
<u>Income</u>								
Association Fee Income								
4100 - Association Fee Income	54,030.00	54,007.00	23.00	324,180.00	324,041.00	139.00	648,082.00	323,902.00
4405 - CAI Rental	675.00	695.00	(20.00)	4,050.00	4,168.00	(118.00)	8,335.00	4,285.00
Total Association Fee Income	**54,705.00**	**54,702.00**	**3.00**	**328,230.00**	**328,209.00**	**21.00**	**656,417.00**	**328,187.00**
Income Charged by Unit								
4300 - Late fee income	50.00	37.00	13.00	299.98	225.00	74.98	450.00	150.02
4301 - Miscellaneous income	0.00	42.00	(42.00)	0.00	250.00	(250.00)	500.00	500.00
4302 - General fine income	0.00	0.00	0.00	175.00	0.00	175.00	0.00	(175.00)
4305 - Insufficient funds fee	0.00	0.00	0.00	25.00	0.00	25.00	0.00	(25.00)
4306 - Statement fee income	20.00	0.00	20.00	20.00	0.00	20.00	0.00	(20.00)
Total Income Charged by Unit	**70.00**	**79.00**	**(9.00)**	**519.98**	**475.00**	**44.98**	**950.00**	**430.02**
Other Income Assoc Level								
4400 - Clubhouse & Hollister House Income	0.00	62.00	(62.00)	0.00	375.00	(375.00)	750.00	750.00
4401 - Insurance claim income	4,157.50	0.00	4,157.50	32,567.38	0.00	32,567.38	0.00	(32,567.38)
4406 - Social Fund Income	0.00	187.00	(187.00)	0.00	1,125.00	(1,125.00)	2,250.00	2,250.00
Total Other Income Assoc Level	**4,157.50**	**249.00**	**3,908.50**	**32,567.38**	**1,500.00**	**31,067.38**	**3,000.00**	**(29,567.38)**
Interest/Reserve Income								
4501 - Interest Income Operating	0.00	0.00	0.00	17.12	0.00	17.12	0.00	(17.12)
4502 - Interest Income Reserves	0.00	17.00	(17.00)	0.00	100.00	(100.00)	200.00	200.00
Total Interest/Reserve Income	**0.00**	**17.00**	**(17.00)**	**17.12**	**100.00**	**(82.88)**	**200.00**	**182.88**
Total Meadow Hill, Inc. Income	**58,932.50**	**55,047.00**	**3,885.50**	**361,334.48**	**330,284.00**	**31,050.48**	**660,567.00**	**299,232.52**
<u>Expense</u>								
Professional Fees								
5100 - Management Fee	2,747.21	2,813.00	(65.79)	16,533.26	16,878.00	(344.74)	33,755.00	17,221.74
5101 - Legal Fees	31.50	83.00	(51.50)	1,748.25	500.00	1,248.25	1,000.00	(748.25)

Income Statement Report
Meadow Hill, Inc.
Meadow Hill, Inc.
June 01, 2022 thru June 30, 2022

	Current Period			Year to Date (6 months)			Annual	Budget
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	Remaining
Expense								
Professional Fees								
5102 - Accounting Fees	4,850.00	0.00	4,850.00	4,850.00	0.00	4,850.00	5,000.00	150.00
Total Professional Fees	**7,628.71**	**2,896.00**	**4,732.71**	**23,131.51**	**17,378.00**	**5,753.51**	**39,755.00**	**16,623.49**
Utilities								
5200 - Electricity	1,827.40	1,917.00	(89.60)	8,983.69	11,500.00	(2,516.31)	23,000.00	14,016.31
5205 - Gas	816.77	917.00	(100.23)	7,971.41	5,500.00	2,471.41	11,000.00	3,028.59
5206 - Water	2,879.04	3,217.00	(337.96)	19,135.98	19,300.00	(164.02)	38,600.00	19,464.02
5207 - Sewer	1,585.00	2,000.00	(415.00)	9,565.00	12,000.00	(2,435.00)	24,000.00	14,435.00
5210 - Trash Removal	2,515.16	2,333.00	182.16	15,459.86	14,000.00	1,459.86	28,000.00	12,540.14
5211 - Telephone	402.57	327.00	75.57	1,787.51	1,960.00	(172.49)	3,920.00	2,132.49
Total Utilities	**10,025.94**	**10,711.00**	**(685.06)**	**62,903.45**	**64,260.00**	**(1,356.55)**	**128,520.00**	**65,616.55**
Administrative								
5308 - Miscellaneous Admin	434.09	217.00	217.09	2,524.34	1,300.00	1,224.34	2,600.00	75.66
5313 - Communications - LARK	0.00	42.00	(42.00)	0.00	250.00	(250.00)	500.00	500.00
5314 - Welcome Committee	0.00	21.00	(21.00)	40.29	125.00	(84.71)	250.00	209.71
Total Administrative	**434.09**	**280.00**	**154.09**	**2,564.63**	**1,675.00**	**889.63**	**3,350.00**	**785.37**
Insurance								
5400 - Master Insurance Policy	9,870.00	9,304.00	566.00	59,308.28	55,825.00	3,483.28	111,650.00	52,341.72
5401 - Worker's Compensation	369.00	667.00	(298.00)	3,117.00	4,000.00	(883.00)	8,000.00	4,883.00
5403 - Health Insurance	2,365.18	2,125.00	240.18	16,775.48	12,750.00	4,025.48	25,500.00	8,724.52
5407 - Insurance Loss Expense	4,157.50	0.00	4,157.50	32,567.38	0.00	32,567.38	0.00	(32,567.38)
5409 - Automobile Insurance	190.25	200.00	(9.75)	1,143.25	1,200.00	(56.75)	2,400.00	1,256.75
Total Insurance	**16,951.93**	**12,296.00**	**4,655.93**	**112,911.39**	**73,775.00**	**39,136.39**	**147,550.00**	**34,638.61**
Payroll								
5501 - Payroll-Maintenance	11,063.00	9,261.00	1,802.00	52,602.46	55,564.00	(2,961.54)	111,128.00	58,525.54
5504 - Payroll-Snow	0.00	167.00	(167.00)	2,844.00	1,000.00	1,844.00	2,000.00	(844.00)
5508 - Payroll-Mileage	0.00	8.00	(8.00)	117.70	50.00	67.70	100.00	(17.70)

Income Statement Report
Meadow Hill, Inc.
Meadow Hill, Inc.
June 01, 2022 thru June 30, 2022

	Current Period			Year to Date (6 months)			Annual	Budget
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	Remaining
Expense								
Payroll								
5506 - Employer Payroll Taxes	907.95	733.00	174.95	4,883.56	4,400.00	483.56	8,800.00	3,916.44
5507 - Payroll Service Fees	207.05	167.00	40.05	1,031.21	1,000.00	31.21	2,000.00	968.79
Total Payroll	**12,178.00**	**10,336.00**	**1,842.00**	**61,478.93**	**62,014.00**	**(535.07)**	**124,028.00**	**62,549.07**
Grounds Maintenance								
5600 - Landscaping Maint. Contract	9,011.55	9,000.00	11.55	28,098.16	36,000.00	(7,901.84)	72,000.00	43,901.84
5606 - Tree Maintenance	393.50	458.00	(64.50)	393.50	2,750.00	(2,356.50)	5,500.00	5,106.50
5607 - Mulching-Perimeters	0.00	250.00	(250.00)	5,733.00	1,500.00	4,233.00	3,000.00	(2,733.00)
5609 - Fertilization	0.00	458.00	(458.00)	1,393.19	2,750.00	(1,356.81)	5,500.00	4,106.81
5611 - Snow Removal Supplies	0.00	333.00	(333.00)	1,696.48	2,000.00	(303.52)	4,000.00	2,303.52
5616 - Road/Walks Repairs	0.00	167.00	(167.00)	0.00	1,000.00	(1,000.00)	2,000.00	2,000.00
5620 - Grounds FOR	0.00	0.00	0.00	850.80	0.00	850.80	0.00	(850.80)
5699 - Ground Improvements - Land Comm	797.05	437.00	360.05	797.05	1,750.00	(952.95)	3,500.00	2,702.95
Total Grounds Maintenance	**10,202.10**	**11,103.00**	**(900.90)**	**38,962.18**	**47,750.00**	**(8,787.82)**	**95,500.00**	**56,537.82**
Amenities Maintenance								
5701 - Pool Supplies/Repairs	104.18	175.00	(70.82)	1,451.49	1,050.00	401.49	2,100.00	648.51
5702 - Amenities	0.00	33.00	(33.00)	187.31	200.00	(12.69)	400.00	212.69
5714 - Social Fund	205.31	187.00	18.31	205.31	1,125.00	(919.69)	2,250.00	2,044.69
Total Amenities Maintenance	**309.49**	**395.00**	**(85.51)**	**1,844.11**	**2,375.00**	**(530.89)**	**4,750.00**	**2,905.89**
Maintenance & Repairs								
5803 - Pest Control	0.00	225.00	(225.00)	313.73	1,350.00	(1,036.27)	2,700.00	2,386.27
5804 - Maintenance Supplies	1,050.85	467.00	583.85	3,579.70	2,800.00	779.70	5,600.00	2,020.30
5805 - Truck Maintenance & Fuel	253.55	262.00	(8.45)	1,269.55	1,575.00	(305.45)	3,150.00	1,880.45
5811 - Equipment Maint. Misc & Fuel	0.00	125.00	(125.00)	466.97	750.00	(283.03)	1,500.00	1,033.03
5900 - Building Maintenance	10.00	542.00	(532.00)	(196.15)	3,250.00	(3,446.15)	6,500.00	6,696.15
Total Maintenance & Repairs	**1,314.40**	**1,621.00**	**(306.60)**	**5,433.80**	**9,725.00**	**(4,291.20)**	**19,450.00**	**14,016.20**

Income Statement Report
Meadow Hill, Inc.
Meadow Hill, Inc.

June 01, 2022 thru June 30, 2022

	Current Period			Year to Date (6 months)			Annual	Budget
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	Remaining
Expense								
Reserves and Miscellaneous								
6100 - Truck Loan	0.00	570.00	(570.00)	0.00	3,421.00	(3,421.00)	6,842.00	6,842.00
6102 - Association Income Tax	0.00	58.00	(58.00)	(22.00)	350.00	(372.00)	700.00	722.00
6103 - Truck Taxes	0.00	58.00	(58.00)	114.40	350.00	(235.60)	700.00	585.60
6105 - Contribution To Reserves General	7,452.00	7,452.00	0.00	44,710.00	44,711.00	(1.00)	89,422.00	44,712.00
Total Reserves and Miscellaneous	**7,452.00**	**8,138.00**	**(686.00)**	**44,802.40**	**48,832.00**	**(4,029.60)**	**97,664.00**	**52,861.60**
Capital Improvements								
7202 - Roof Replacement	0.00	0.00	0.00	2,000.00	0.00	2,000.00	0.00	(2,000.00)
7230 - Amenities - HH & Clubhouse	0.00	0.00	0.00	1,225.57	0.00	1,225.57	0.00	(1,225.57)
Total Capital Improvements	**0.00**	**0.00**	**0.00**	**3,225.57**	**0.00**	**3,225.57**	**0.00**	**(3,225.57)**
Total Meadow Hill, Inc. Expense	**66,496.66**	**57,776.00**	**8,720.66**	**357,257.97**	**327,784.00**	**29,473.97**	**660,567.00**	**303,309.03**
Total Meadow Hill, Inc. Income / (Loss)	**(7,564.16)**	**(2,729.00)**	**(4,835.16)**	**4,076.51**	**2,500.00**	**1,576.51**	**0.00**	**(4,076.51)**

Income Statement Report
Meadow Hill, Inc.
Meadow Hill, Inc-Reserve
June 01, 2022 thru June 30, 2022

	Current Period			Year to Date (6 months)			Annual	Budget
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	Remaining
Income								
Interest/Reserve Income								
4500 - Reserve Contributions	7,452.00	7,452.00	0.00	44,710.00	44,711.00	(1.00)	89,422.00	44,712.00
4502 - Interest Income Reserves	5.25	0.00	5.25	25.27	0.00	25.27	0.00	(25.27)
Total Interest/Reserve Income	**7,457.25**	**7,452.00**	**5.25**	**44,735.27**	**44,711.00**	**24.27**	**89,422.00**	**44,686.73**
Total Meadow Hill, Inc-Reserve Income	**7,457.25**	**7,452.00**	**5.25**	**44,735.27**	**44,711.00**	**24.27**	**89,422.00**	**44,686.73**
Expense								
Capital Improvements								
7208 - Special Projects	0.00	1,667.00	(1,667.00)	0.00	10,000.00	(10,000.00)	20,000.00	20,000.00
7217 - Retaining Walls	0.00	417.00	(417.00)	0.00	2,500.00	(2,500.00)	5,000.00	5,000.00
7226 - Flat Roofs - Small	0.00	808.00	(808.00)	0.00	4,850.00	(4,850.00)	9,700.00	9,700.00
7227 - Flat Roofs - Large	0.00	2,833.00	(2,833.00)	0.00	17,000.00	(17,000.00)	34,000.00	34,000.00
7229 - Contingencies	0.00	833.00	(833.00)	0.00	5,000.00	(5,000.00)	10,000.00	10,000.00
7230 - Amenities - HH & Clubhouse	0.00	92.00	(92.00)	0.00	550.00	(550.00)	1,100.00	1,100.00
7231 - Garden Irrigation	0.00	46.00	(46.00)	0.00	275.00	(275.00)	550.00	550.00
7232 - Stable Improvements	0.00	45.00	(45.00)	0.00	268.00	(268.00)	535.00	535.00
7233 - Pool Painting	0.00	167.00	(167.00)	0.00	1,000.00	(1,000.00)	2,000.00	2,000.00
Total Capital Improvements	**0.00**	**6,908.00**	**(6,908.00)**	**0.00**	**41,443.00**	**(41,443.00)**	**82,885.00**	**82,885.00**
Total Meadow Hill, Inc-Reserve Expense	**0.00**	**6,908.00**	**(6,908.00)**	**0.00**	**41,443.00**	**(41,443.00)**	**82,885.00**	**82,885.00**
Total Meadow Hill, Inc-Reserve Income / (L	**7,457.25**	**544.00**	**6,913.25**	**44,735.27**	**3,268.00**	**41,467.27**	**6,537.00**	**(38,198.27)**
Total Association Net Income / (Loss)	**(106.91)**	**(2,185.00)**	**2,078.09**	**48,811.78**	**5,768.00**	**43,043.78**	**6,537.00**	**(42,274.78)**

Accounts Payable Open Items
Meadow Hill, Inc.
As of Thu Jun 30, 2022

Period	Invoice Date -	Number	Dept - Account	Trans Date	Paid Date	Comment	Reference	Amount
Hibbard & Rosa Architects LLC - 100 Riverview Center, Suite 272 , Middletown, CT 06457 - (860) 346-1809								
June, 2022	06/20/2022	062022-	1361 - 5407 - Insurance Loss Expense	06/20/2022		Architectural Services	Bldg 6 & 10	4,000.00
						Total Hibbard _Rosa Architects LLC:		**4,000.00**
							Total report:	**4,000.00**

Cash Disbursement by Vendor
Meadow Hill, Inc.
Wed Jun 01, 2022 thru Thu Jun 30, 2022

Vendor	Dept - Account - Project		Trans Date	Remarks	Reference	Amount
All Waste Inc.						
Check Date: 06/02/2022	**Bank: Pacific Premier Bank - OP**	**Check Number: 05000272**	**Check Amount:**	**2,515.16**		
	1361 - 5210 - Trash Removal		06/01/2022	Monthly Contract	06/2022	2,515.16
					Total for All Waste Inc.	**2,515.16**
Anthem Blue Cross & Blue Shield						
Check Date: 06/27/2022	**Bank: Pacific Premier Bank - OP**	**Check Number: 06272022**	**Check Amount:**	**260.28**		
	1361 - 5403 - Health Insurance		06/27/2022	Health Insurance - Anthem	06/2022	260.28
					Total for Anthem Blue Cross & Blue Shield	**260.28**
Connecticare Inc.						
Check Date: 06/02/2022	**Bank: Pacific Premier Bank - OP**	**Check Number: 06022022**	**Check Amount:**	**2,328.80**		
	1361 - 5403 - Health Insurance		06/02/2022	Health Insurance - Connecticare	06/2022	2,328.80
					Total for Connecticare Inc.	**2,328.80**
Connecticut Mulch Distributors						
Check Date: 06/30/2022	**Bank: Pacific Premier Bank - OP**	**Check Number: 00500031**	**Check Amount:**	**0.00**		
	1361 - 5607 - Mulching-Perimeters		06/01/2022	Mulch	4/16/22	1,954.50
	1361 - 5607 - Mulching-Perimeters		06/01/2022	Mulch	4/18/22	1,954.50
	1361 - 5607 - Mulching-Perimeters		06/01/2022	Mulch	4/14/22	1,824.00
	1361 - 5607 - Mulching-Perimeters		06/30/2022	Already Paid to Highlight on 05/19	deleted - per Board	(1,954.50)
	1361 - 5607 - Mulching-Perimeters		06/30/2022	Already Paid to Highlight on 05/19	deleted - per Board	(1,954.50)
	1361 - 5607 - Mulching-Perimeters		06/30/2022	Already Paid to Highlight on 05/19	deleted - per Board	(1,824.00)
					Total for Connecticut Mulch Distributors	**0.00**
Connecticut Natural Gas Corporation						
Check Date: 06/23/2022	**Bank: Pacific Premier Bank - OP**	**Check Number: 05000287**	**Check Amount:**	**726.77**		
	1361 - 5205 - Gas		06/14/2022	Account # 040-0010386-3060	5/12/22-6/10/22	43.53
	1361 - 5205 - Gas		06/14/2022	Account # 040-0010388-4033	5/12/22-6/10/22	95.42
	1361 - 5205 - Gas		06/14/2022	Account # 040-0010387-9819	5/12/22-6/10/22	70.36
	1361 - 5205 - Gas		06/15/2022	Account # 040-0010385-5793	05/12/22-6/10/22	517.46
					Total for Connecticut Natural Gas Corporation	**726.77**
Crystalbay Construction, LLC						
Check Date: 06/02/2022	**Bank: Pacific Premier Bank - OP**	**Check Number: 05000274**	**Check Amount:**	**2,000.00**		
	1361 - 7202 - Roof Replacement		05/19/2022	Replace Roofing	67 Hollister	2,000.00
					Total for Crystalbay Construction, LLC	**2,000.00**

Cash Disbursement by Vendor
Meadow Hill, Inc.
Wed Jun 01, 2022 thru Thu Jun 30, 2022

Vendor	Dept - Account - Project		Trans Date	Remarks		Reference	Amount
Dolan, Toni							
Check Date: 06/10/2022	**Bank: Pacific Premier Bank - OP**	**Check Number: 00500030**	**Check Amount:**		**199.30**		
	1361 - 5308 - Miscellaneous Admin		06/10/2022	Thank you Gifts		Reimbursement	199.30
						Total for Dolan, Toni	**199.30**
Eversource (E)							
Check Date: 06/09/2022	**Bank: Pacific Premier Bank - OP**	**Check Number: 05000275**	**Check Amount:**		**696.31**		
	1361 - 5200 - Electricity		06/01/2022	Acct # 5133 519 2019		4/26/22-5/25/22	58.15
	1361 - 5200 - Electricity		06/01/2022	Acct # 5124 519 2018		4/26/22-5/25/22	66.22
	1361 - 5200 - Electricity		06/01/2022	Acct # 5116 519 2014		4/26/22-5/25/22	48.99
	1361 - 5200 - Electricity		06/01/2022	Acct # 5154 529 2005		4/26/22-5/25/22	27.09
	1361 - 5200 - Electricity		06/01/2022	Acct # 5134 519 2017		4/26/22-5/25/22	17.49
	1361 - 5200 - Electricity		06/01/2022	Acct # 5139 519 2040		4/26/22-5/25/22	280.85
	1361 - 5200 - Electricity		06/01/2022	Acct # 5118 719 2075		4/26/22-5/25/22	14.04
	1361 - 5200 - Electricity		06/01/2022	Acct # 5113 619 2069		4/26/22-5/25/22	29.07
	1361 - 5200 - Electricity		06/01/2022	Acct # 5161 619 2068		4/26/22-5/25/22	10.83
	1361 - 5200 - Electricity		06/01/2022	Acct # 5162 529 2008		4/26/22-5/25/22	19.24
	1361 - 5200 - Electricity		06/01/2022	Acct # 5164 219 2090		4/26/22-5/25/22	53.41
	1361 - 5200 - Electricity		06/01/2022	Acct # 5159 819 2052		4/26/22-5/25/22	17.26
	1361 - 5200 - Electricity		06/01/2022	Acct # 5169 719 2029		4/26/22-5/25/22	23.37
	1361 - 5200 - Electricity		06/01/2022	Acct # 5137 129 2038		4/26/22-5/25/22	30.30
Check Date: 06/14/2022	**Bank: Pacific Premier Bank - OP**	**Check Number: 05000280**	**Check Amount:**		**9.62**		
	1361 - 5200 - Electricity		06/01/2022	Acct # 5130 680 3073		5/2/22-6/1/22	9.62
Check Date: 06/21/2022	**Bank: Pacific Premier Bank - OP**	**Check Number: 05000286**	**Check Amount:**		**809.34**		
	1361 - 5200 - Electricity		06/10/2022	Acct # 5136 879 2073		5/10/22-6/9/22	809.34
Check Date: 06/30/2022	**Bank: Pacific Premier Bank - OP**	**Check Number: 05000292**	**Check Amount:**		**1,002.13**		
	1361 - 5200 - Electricity		06/24/2022	Acct # 5169 719 2029		5/25/22-6/24/22	23.19
	1361 - 5200 - Electricity		06/24/2022	Acct # 5161 619 2068		5/25/22-6/24/22	11.09
	1361 - 5200 - Electricity		06/24/2022	Acct # 5162 529 2008		5/25/22-6/24/22	19.49
	1361 - 5200 - Electricity		06/24/2022	Acct # 5159 819 2052		5/25/22-6/24/22	17.75
	1361 - 5200 - Electricity		06/24/2022	Acct # 5164 219 2090		5/25/22-6/24/22	83.63
	1361 - 5200 - Electricity		06/24/2022	Acct # 5134 519 2017		5/25/22-6/24/22	12.09
	1361 - 5200 - Electricity		06/24/2022	Acct # 5139 519 2040		5/25/22-6/24/22	609.88
	1361 - 5200 - Electricity		06/24/2022	Acct # 5137 129 2038		5/25/22-6/24/22	29.85
	1361 - 5200 - Electricity		06/24/2022	Acct # 5154 529 2005		5/25/22-6/24/22	26.88
	1361 - 5200 - Electricity		06/24/2022	Acct # 5116 519 2014		5/25/22-6/24/22	56.01

Cash Disbursement by Vendor
Meadow Hill, Inc.
Wed Jun 01, 2022 thru Thu Jun 30, 2022

Vendor	Dept - Account - Project		Trans Date	Remarks	Reference	Amount
Eversource (E)						
Check Date: 06/30/2022	**Bank: Pacific Premier Bank - OP**	**Check Number: 05000292**	**Check Amount:**	**1,002.13**		
	1361 - 5200 - Electricity		06/24/2022	Acct # 5124 519 2018	5/25/22-6/24/22	67.86
	1361 - 5200 - Electricity		06/24/2022	Acct # 5118 719 2075	5/25/22-6/24/22	15.05
	1361 - 5200 - Electricity		06/24/2022	Acct # 5113 619 2069	5/25/22-6/24/22	29.36
					Total for Eversource (E)	**2,517.40**
Ford Credit						
Check Date: 06/30/2022	**Bank: Pacific Premier Bank - OP**	**Check Number: 06302022**	**Check Amount:**	**622.19**		
	1361 - 2401 - Loan Payable - Truck		06/30/2022	Truck Loan Payment	06/2022	622.19
					Total for Ford Credit	**622.19**
Frontier Communications						
Check Date: 06/09/2022	**Bank: Pacific Premier Bank - OP**	**Check Number: 05000276**	**Check Amount:**	**165.57**		
	1361 - 5211 - Telephone		06/01/2022	Acct 860-633-1206	5/29/22-6/28/22	121.69
	1361 - 5211 - Telephone		06/01/2022	Acct 860-037-5165	5/27/22-6/26/22	43.88
					Total for Frontier Communications	**165.57**
Highlight Landscape and Design LLC						
Check Date: 06/29/2022	**Bank: Pacific Premier Bank - OP**	**Check Number: 05000291**	**Check Amount:**	**9,171.08**		
	1361 - 5600 - Landscaping Maint. Contract		06/01/2022	Landscaping	6/1/22	9,171.08
Check Date: 06/30/2022	**Bank: Pacific Premier Bank - OP**	**Check Number: 00500032**	**Check Amount:**	**0.00**		
	1361 - 5600 - Landscaping Maint. Contract		05/16/2022	Administration Fee To Pay Mulch Invo	5/16/22	159.53
	1361 - 5600 - Landscaping Maint. Contract		06/30/2022	not approved by the Board	deleted	(159.53)
					Total for Highlight Landscape and Design LLC	**9,171.08**
Home Depot Credit Services						
Check Date: 06/15/2022	**Bank: Pacific Premier Bank - OP**	**Check Number: 05000283**	**Check Amount:**	**563.37**		
	1361 - 5804 - Maintenance Supplies		06/01/2022	Inv 1904886	5/27/22	150.00
	1361 - 5804 - Maintenance Supplies		06/01/2022	Inv 8524272	5/27/22	76.38
	1361 - 5804 - Maintenance Supplies		06/01/2022	Inv 5243167	5/27/22	85.18
	1361 - 5804 - Maintenance Supplies		06/01/2022	Inv 4613706	5/27/22	116.41
	1361 - 5804 - Maintenance Supplies		06/01/2022	Inv 4613707	5/27/22	70.45
	1361 - 5804 - Maintenance Supplies		06/01/2022	Inv 614711	5/27/22	44.95
	1361 - 5804 - Maintenance Supplies		06/01/2022	FCH-007654986	5/27/22	20.00
					Total for Home Depot Credit Services	**563.37**

Cash Disbursement by Vendor
Meadow Hill, Inc.
Wed Jun 01, 2022 thru Thu Jun 30, 2022

Vendor	Dept - Account - Project		Trans Date	Remarks	Reference	Amount
Imagineers, LLC						
Check Date: 06/02/2022	**Bank: Pacific Premier Bank - OP**	**Check Number: 05000273**	**Check Amount:**	**2,747.21**		
	1361 - 5100 - Management Fee		06/01/2022	Management Fees Hartford	06/01/22	2,747.21
Check Date: 06/13/2022	**Bank: Pacific Premier Bank - OP**	**Check Number: 05000277**	**Check Amount:**	**10.00**		
	1361 - 4306 - Statement fee income		06/01/2022	Statement Fees	5/2022	10.00
Check Date: 06/21/2022	**Bank: Pacific Premier Bank - OP**	**Check Number: 05000284**	**Check Amount:**	**19.94**		
	1361 - 5308 - Miscellaneous Admin		06/09/2022	Copies & Postage	6/9/22	19.94
Check Date: 06/29/2022	**Bank: Pacific Premier Bank - OP**	**Check Number: 05000290**	**Check Amount:**	**364.99**		
	1361 - 5308 - Miscellaneous Admin		06/14/2022	Copies	6/14/22	364.99
					Total for Imagineers, LLC	**3,142.14**
Meadow Hill, Inc.						
Check Date: 06/13/2022	**Bank: Pacific Premier Bank - OP**	**Check Number: 05000279**	**Check Amount:**	**7,452.00**		
	1361 - 6105 - Contribution To Reserves General		06/01/2022	Reserve Contribution	Reserve Contribution	7,452.00
Check Date: 06/15/2022	**Bank: Pacific Premier Bank - OP**	**Check Number: 05000282**	**Check Amount:**	**3,485.28**		
	1361 - 2107 - Due to Reserves - Windsor Fed Payoff		06/10/2022	Repayment of Loan from Reserves	06/2022	3,485.28
					Total for Meadow Hill, Inc.	**10,937.28**
Sandler & Hansen, LLC						
Check Date: 06/15/2022	**Bank: Pacific Premier Bank - OP**	**Check Number: 05000281**	**Check Amount:**	**31.50**		
	1361 - 5101 - Legal Fees		06/06/2022	Professional Services	6/6/22	31.50
Check Date: 06/16/2022	**Bank: Meadow Hill Ins Claim 06C00716**	**Check Number: 00500005**	**Check Amount:**	**157.50**		
	1361 - 5407 - Insurance Loss Expense		06/06/2022	Professional Services	Fire Restoration	157.50
					Total for Sandler & Hansen, LLC	**189.00**
Savol Pools - Corp.						
Check Date: 06/01/2022	**Bank: Pacific Premier Bank - OP**	**Check Number: 05000270**	**Check Amount:**	**450.92**		
	1361 - 5701 - Pool Supplies/Repairs		05/22/2022	Cut Off Top Of Sand Filter, Bulkhead /	05/22/22	450.92
Check Date: 06/02/2022	**Bank: Pacific Premier Bank - OP**	**Check Number: 05000271**	**Check Amount:**	**195.42**		
	1361 - 5701 - Pool Supplies/Repairs		05/20/2022	Algaecide, Chitosan Clarifier	5/20/22	195.42
Check Date: 06/13/2022	**Bank: Pacific Premier Bank - OP**	**Check Number: 05000278**	**Check Amount:**	**104.18**		
	1361 - 5701 - Pool Supplies/Repairs		06/01/2022	Pool Chemicals	5/27/22	104.18
Check Date: 06/29/2022	**Bank: Pacific Premier Bank - OP**	**Check Number: 05000289**	**Check Amount:**	**487.48**		
	1361 - 5804 - Maintenance Supplies		06/08/2022	Pool Chemicals	6/8/22	547.48

Cash Disbursement by Vendor
Meadow Hill, Inc.
Wed Jun 01, 2022 thru Thu Jun 30, 2022

Vendor	Dept - Account - Project		Trans Date	Remarks		Reference	Amount
Savol Pools - Corp.							
Check Date: 06/29/2022	**Bank: Pacific Premier Bank - OP**	**Check Number: 05000289**	**Check Amount:**		**487.48**		
	1361 - 5804 - Maintenance Supplies		06/08/2022	Credit		6/8/22	(60.00)
						Total for Savol Pools - Corp.	**1,238.00**
The Metropolitan District Co.							
Check Date: 06/23/2022	**Bank: Pacific Premier Bank - OP**	**Check Number: 05000288**	**Check Amount:**		**3,629.04**		
	1361 - 5206 - Water		06/07/2022	1489 Main St. Acct # 21019066		4/30/22-5/31/22	3,629.04
						Total for The Metropolitan District Co.	**3,629.04**
Tomasetti, Kulas & Company, P.C.							
Check Date: 06/21/2022	**Bank: Pacific Premier Bank - OP**	**Check Number: 05000285**	**Check Amount:**		**4,850.00**		
	1361 - 5102 - Accounting Fees		06/25/2022	Financial Statements Of The Associat FYE12/2021			4,850.00
						Total for Tomasetti, Kulas & Company, P.C.	**4,850.00**
						Total for Meadow Hill, Inc.	**45,055.38**

IMAGINEERS LLC

PROJECT LIST

Freq	Year	DateBy	MAINTENANCE PROJECT LIST
Annual	2022	15-Mar	Put out wooden benches
Annual	2022	30-Mar	Power Wash Tennis Courts
Annual	2022	1-Apr	Open Tennis Courts
Annual	2022	15-Apr	Start AC Clubhouse and Hollister House
Annual	2022	15-Apr	Paint all safety stripes
Annual	2022	30-Apr	Inspect walkways
Annual	2022	15-May	Rototill, prepare Garden
Annual	2022	15-May	Order mulch and distribute
Annual	2022	31-May	Startup irrigation systems
Annual	2022	31-May	close Greenhouse
Annual	2022	31-May	Inspect and support stone walls
Annual	2022	31-May	Open Pool
Annual	2022	31-May	Add sand to horseshoe pits
Special	2022	31-May	Cement pad for bench near Clubhouse
Special	2022	30-Jun	Install several garage bottoms in worst sections
Special	2022	30-Jun	Install additional leaf guards
Special	2022	30-Jun	Install two or three pine experimental needle guards
Evry3	2022	20-Jul	Paint wrought iron railings within complex
Evry3	2022	31-Jul	Power Wash Paddock Fence, both sides
Evry5-7	2022	31-Jul	Paint Trash Container Doors
Special	2022	31-Jul	Install New Parking Lot Signs, Paint/Replace Posts
Annual	2022	31-Aug	Power Wash one-third of buildings annually
Annual	2022	31-Aug	Consider crack filling for winter
Annual	2022	10-Sep	Arrange Brush Hog Bottom Hill to Paddock Fence and Tree Line
Annual	2022	1-Oct	Close Pool
Annual	2022	15-Oct	Close irrigation systems
Annual	2022	15-Oct	Open Greenhouse
Annual	2022	31-Oct	Most Needed Roofs, Cleaning of Moss
Annual	2022	31-Oct	Close Tennis Courts
Annual	2022	31-Oct	Inspect Heat Tape
Annual	2022	31-Oct	Inspect Flat Roofs
Special	2022	31-Oct	Refurbish Tops and Sides Garage Doors (COMPLETE PROJECT)
Special	2022	31-Oct	Paint Garage Doors (COMPLETE PROJECT)
Annual	2022	10-Nov	Clear Brush North and South Slopes
Annual	2022	15-Nov	Order road salt
Annual	2022	15-Nov	Take in wooden benches
Annual	2022	30-Nov	Inspect water heaters and smoke detectors
Special	2022	31-Mar	Paint Hollister House Blinds and Door
AsReq	2022	AsReq	Clean Dryer Vents
AsReq	2022	AsReq	Clean Gutters
AsReq	2022	AsReq	Supervise contracts and special projects
AsReq	2021	AsReq	Snow plowing and shovelling
AsReq	2022	AsReq	Plant and pull shrubs when requested by grounds committee

Freq	Year	DateBy	MAINTENANCE PROJECT LIST
AsReq	2022	AsReq	Repair/replace broken fence sections
AsReq	2022	AsReq	Repair concrete steps
AsReq	2022	AsReq	Minor repair to stone walls.
AsReq	2022	AsReq	Attend to pipe and roof leaks
Daily	2022	Daily	Set sprinkler hoses for north and south entrances
Daily	2022	Daily	Pick up any loose sticks around property
Daily	2022	Daily	Check pool ph 3 times daily
Daily	2022	Daily	Pick up any loose sticks around property
Daily	2022	Daily	Skim pool for leaves-check filters-check pool level
Daily	2022	Daily	Clean pool chairs and tables of bird droppings
Monthly	2022	Monthly	Setup Clubhouse for Executive Board meetings etc.
Semi_An	2022	Semi_An	Replace furnace filters
Semi_An	2022	Semi_An	Demp Runs
Semi_An	2022	Semi_An	Change times, outside lights, daylight savings etc.
Semi_An	2022	Semi_An	Clean shuffleboard and hoursehoe storage units
Weekly	2022	Weekly	Inspect mowing/blowing, weeding done by contractor
Weekly	2022	Weekly	Inspect property and report issues needing attention.
Weekly	2022	Weekly	Clean pool tables
Weekly	2022	Weekly	Replace toilet supplies, light bulbs, etc.
Evry5	2022	WhenSchd	Facilitate Painting Fire Hydrants
	2022		**RECURRING PROJECTS FOR FUTURE YEARS**
Evry3	2023	20-Jul	Paint fence posts around stable and paddock.
Evry3	2023	30-Jul	Paint fence at main entrance to barn.
Evry3	2023	31-Jul	Paint Brown Lamp Posts
Evry5-7	2023	30-Sep	Paint Barn
Evry5-7	2024	30-Sep	Paint faded garage doors
Evry5-7	2025	1-May	Paint lines on tennis courts
Evry5-7	2025	31-Aug	Paint exterior clubhouse
Evry5-7	2025	30-Sep	Arrage painting vent pipes on roofs
Evry5-7	2026	31-Oct	Paint utility doors, attac entrances, setps to pool and clubhouse
Evry5-7	2026	31-Oct	Paint sides and tops around garage doors

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SERVICE REQUEST LOG

Dates: 07/14/2021 to 07/15/2022

Meadow Hill Incorporated Report

☑ Open

Unit	State	Type	Assigned	WO ID	Expenditure	Schedule
COMMON AREA In front of 129 and 147 Hollister Way North on lawn.	OPEN	Grounds / N/A	Covert, Darien	475082	Hours: null Labor: Mats:	**CREATED:** 07/11/2022 2:26 PM Flynn, Norma **LAST UPDATED:** 07/14/2022 8:34 AM Merritt, Danielle (1432322)
	Note: **Use of Picnic tables** - We are having a neighborhood picnic on Saturday, July 30 with rain date of July 31. Could Mike move two picnic tables for us to the green in front of 129 Hollister Way North and 147 Hollister Way North..					
70 Hollister Way South Glastonbury, CT 06033 70 Hollister Way South - Unit: 1 **OWNER:** Dana E. Kubachka **ACCOUNT ID:**	OPEN	Landscaping / Ground Maintenance	Covert, Darien	464667	Hours: null Labor: Mats:	**CREATED:** 06/01/2022 3:14 PM Merritt, Danielle **LAST UPDATED:** 06/08/2022 9:43 AM Merritt, Danielle (1432322)
	Note: **Reseed Patch** - Please reseed the area directly in front of unit 70..					
21 Hollister Way North Glastonbury, CT 06033 21 Hollister Way North - Unit: 1 **OWNER:** Susan Simmons **ACCOUNT ID:**	OPEN	Roofing / N/A	Covert, Darien	457531	Hours: null Labor: Mats:	**CREATED:** 05/09/2022 10:04 AM Merritt, Danielle **LAST UPDATED:** 05/09/2022 10:05 AM Merritt, Danielle (1432322)
	Note: **Rake Edge Missing** - The unit owner reported the rake edge is missing- Please replace.					
203 Hollister Way North Glastonbury, CT 06033 203 Hollister Way North - Unit: 1 **OWNER:** Barbara Massy **ACCOUNT ID:**	OPEN	Building Repair / Siding	Covert, Darien	456457	Hours: null Labor: Mats:	**CREATED:** 05/04/2022 12:51 PM Merritt, Danielle **LAST UPDATED:** 05/04/2022 12:52 PM Merritt, Danielle (1432322)
	Note: **Damaged Siding** - Please repair the siding that was damaged.					

178 Hollister Way South Glastonbury, CT 06033 178 Hollister Way South - Unit: 1 **OWNER:** Elizabeth Grillo **ACCOUNT ID:**	OPEN	Landscaping / Ground Maintenance	Covert, Darien	452570	Hours: null Labor: Mats:	**CREATED:** 04/19/2022 2:31 PM Merritt, Danielle **LAST UPDATED:** 05/10/2022 9:52 AM Merritt, Danielle (1432322)
	Note: **Seed yard** - The front and back yard to .					
133 Hollister Way North Glastonbury, CT 06033 133 Hollister Way North - Unit: 1 **OWNER:** Mary Anne Costerella **ACCOUNT ID:**	OPEN	Building Repair / Deck Repair	Covert, Darien	452221	Hours: null Labor: Mats:	**CREATED:** 04/18/2022 3:00 PM Merritt, Danielle **LAST UPDATED:** 07/07/2022 9:21 AM Merritt, Danielle (1432322)
	Note: **Repair deck** - Repair of the underside of the deck of unit 135..					
81 Hollister Way North Glastonbury, CT 06033 81 Hollister Way North - Unit: 1 **OWNER:** C. Fredrickson **ACCOUNT ID:**	OPEN	Building Repair / Siding	Covert, Darien	438133	Hours: null Labor: Mats:	**CREATED:** 02/21/2022 7:07 AM Merritt, Danielle **LAST UPDATED:** 02/21/2022 7:09 AM Merritt, Danielle (1432322)
	Note: **Reattach Siding** - The wind has ripped off some of the siding on the west side, partly blown off with some pieces flapping around but still attached to the unit. Please repair.					
COMMON AREA Not Specified	OPEN	Grounds / Lights	Covert, Darien	437858	Hours: null Labor: Mats:	**CREATED:** 02/18/2022 12:32 PM Merritt, Danielle **LAST UPDATED:** 05/10/2022 9:56 AM Merritt, Danielle (1432322)
	Note: **Street Light bulb Change** - Please change the bulb in pole number 35/5 The junction of HWN and HWS in the round about near the clubhouse..					
174 Hollister Way South Glastonbury, CT 06033 174 Hollister Way South - Unit: 1 **OWNER:** Eileen Rothfarb **ACCOUNT ID:**	OPEN	Building Repair / Siding	Covert, Darien	437799	Hours: null Labor: Mats:	**CREATED:** 02/18/2022 10:57 AM Merritt, Danielle **LAST UPDATED:** 02/18/2022 11:00 AM Merritt, Danielle (1432322)
	Note: **Damaged Siding** - The unit owner has reported a large piece of the structure is lying on the ground in the back, and another large piece of structure is dangling from the front. Please evaluate and repair .					

142 Hollister Way South Glastonbury, CT 06033 142 Hollister Way South - Unit: 1 **OWNER:** Kim M. Trela **ACCOUNT ID:** 1567474	OPEN	Plumbing / Leak	Covert, Darien	416744	Hours: null Labor: Mats:	**CREATED:** 11/16/2021 12:58 PM Trela, Kim M. **LAST UPDATED:** 07/07/2022 9:22 AM Merritt, Danielle (1432322)
	Note: **Outdoor Spigot** - the water spout outside # 142 even though capped is still leaking. Please evaluate and repair if possible..					
199 Hollister Way North Glastonbury, CT 06033 199 Hollister Way North - Unit: 1 **OWNER:** Daren Hill **ACCOUNT ID:**	OPEN	Building Repair / Deck Repair	Covert, Darien	388332	Hours: null Labor: Mats:	**CREATED:** 08/03/2021 10:23 AM Merritt, Danielle **LAST UPDATED:** 08/03/2021 10:26 AM Merritt, Danielle (1432322)
	Note: **Evaluate & Repair Deck** - The unit owner has requested the evaluation and repairs to the deck. She says is is cracking Bill Back to Owner.					
80 Hollister Way South Glastonbury, CT 06033 80 Hollister Way South - Unit: 1 **OWNER:** Val Bellucci **ACCOUNT ID:**	OPEN	Painting / Deck	Covert, Darien	385002	Hours: null Labor: Mats:	**CREATED:** 07/22/2021 8:34 AM Merritt, Danielle **LAST UPDATED:** 08/12/2021 2:10 PM Figge, Lauren (870981)
	Note: **Repair/Repaint deck** - The unit owner has reported that an inspection report reported the possible replacement of certain planks and painting. Please Evaluate the planks and repaint the deck.					

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ACTION POINTS PACKAGE

ACTION POINTS: DISPOSITION REPORT AS OF : 7/13/2022

ACCOUNT NAME: Meadow Hill Association, Inc.
DATE OF SUBJECT BOARD MEETING: 06/15/2022
NEXT BOARD MEETING WILL BE HELD ON: 07/20/2022

Disposition:	Action Point:	Comments:
146027 Date: 1/7/2022 Type: Administrative By: sheila duncan Status: IN PROGRESS	INSURANCE CLAIM INITIATED AS A RESULT OF FIRE AT 6 AND 10 HWS	BOUVIER INSURANCE NOTIFIED AND INSURANCE ADJUSTER HAS BEEN ASSIGNED
149130 Date: 7/7/2022 Type: Administrative By: sheila duncan Status: IN PROGRESS	RECEIVED COMPLAINTS REGARDING PRUNING OF TREES/SHRUBS	MET WITH HIGHLIGHT TO DISCUSS CONCERNS, WORKING WITH COMMITTEE TO RESOLVE ISSUES
149131 Date: 7/13/2022 Type: Administrative By: sheila duncan Status: IN PROGRESS	INSURANCE CLAIM INITIATED FOR DAMAGES AS A RESULT OF HOT WATER HEAT LEAKER 227 HWN, HOMEOWNER ADVISED DAMAGES EXCEED THE 10K DEDUCTIBLE	INSURANCE CLAIM INITIATED

Number of Action Points on report: 3

MEADOW HILL - 2022
ANNUAL CALENDAR

Board of Directors Meets the Third Wednesday of the Month 1:30pm

January	Send letters to unit owners who, according to records, need to replace hot Water heaters and smoke detectors
February	Secure landscape contract Secure pest control annual contract Maintenance to replace furnace filters Maintenance to Inspect water heaters, smoke detectors, dryer vents and washer hoses Notify owners to sign up for Do Not Prune List
March	Finalize Landscape & Fertilization Contracts Finalize Do Not Prune List Notify unit owners and residents of fertilization schedule for year Inspect Roads, sidewalks, tennis courts, and fences for winter damage Complete maintenance inspections and update records Repair and replace fence sections and slats with winter damage Open tennis courts, consider patching cracks
April	Landscape Season begins Order mulch for delivery by end of April **Issue electrical usage reimbursement to owners with common element lighting** Issue furnace filter reimbursement to owners who provide own filters Put annual meeting notice in LARK for candidates Schedule service to startup irrigation system Seed bare spots of lawns Spring fertilization and pre-emergent weed control
May	List of desired landscape projects and costs Put annual meeting notice in LARK for candidates Publish semi-annual dump run in LARK Confirm date and time of annual meeting. Send required notice to owners. Notify owners of June trimming of shrubs Clean Gutters Clean Greenhouse Open Pool Rototill Garden Complete initial weeding, edging, and pre-emergent all beds Complete mulching all beds
June	Annual Meeting – Election (2nd Tuesday) Check and verify unit owner database Replace Furnace Filters Have A/C at Clubhouse serviced Semi-Annual Dump Run Begin weekly weeding

	Complete 1st trimming of plants and trees Survey trees and shrubs, recommend removal and major tree work Solicit bids for crack filling of roads and sidewalk repairs
July	Summer Projects
August	Begin seeding bare spots Complete agreed upon tree and shrub removal and major tree work
September	Schedule closing of irrigation system Publish semi-annual dump run in LARK Close Pool Order road salt Fall Fertilization
October	Manager drafts budget by October 15 – includes current year budget, projected year end and actual and proposed next year's budget Budget committee updates draft budget by November 5 Budget committee updates reserve plan to accompany budget Notify owners that the semi-annual shrubbery pruning will be done by 11/1 Semi-annual dump run Replace furnace filters Inspect and prepare greenhouse
November	Board adopts budget to be presented at Annual Budget Meeting Set date and snow date for Annual Budget Meeting Mail Annual Budget Meeting notice as required by statute Holiday bonus for staff reminder for LARK Close Tennis Courts Clean Gutters, inspect flat roofs Inspect Heat Tapes Install snow stakes along roadways Complete 2nd trimming of plants and trees Complete Fall Cleanup by Nov 30
December	Annual Budget Meeting, usually second Tuesday Secure insurance for 1/1 Personnel Reviews Sign engagement letter for annual audit Consider renewal of Great Meadows access agreement

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COMMITTEE REPORTS

Meadow Hill Committees

2022-2023 Board of Directors

Committee:

Budget:
Dawn Faucher, Chairperson & Treasurer of the Executive Board
Larry Abbott, former Treasurer of the Executive Board
Connie Liscomb

Communications:
Gene Flynn, Chairperson,
Toni Dolan, Liaison from the Executive Board
Members: Luther Weeks, Denise Weeks, Mike Proulx, Norma Flynn, Nancy Maloney, Maryann Costerella

Grounds:
Mike Proulx, Chairperson
Sandy O'Leary, Liaison
Jack Raycroft, Todd Blais, Vicky Germani, Kathy McCarthy-Proulx

Nominating:
Members: Ed Litke and David Faxon

Social:
Sandy O'Leary, Chairperson and Liaison
Members: As assigned

Trees:
Gene Flynn, Chairperson
Board Liaison: Ron King
Members: Bob Kolwicz, Roger Bouchard

Maintenance and Amenities:
Jim Fuda, Chairperson
Board Liaison: Ron King
Members: Bob Kolwicz, Vin Liscomb
(combine Stables, Greenhouse, Garden as subcommittees under maintenance):
Stables-TBD; Greenhouse: Sandy MacGregor; Garden: David Fillion

Rules Committee:
Toni Dolan, Chairperson
Jim Fuda, Sandy O'Leary, Vicky Germani, Kathy McCarthy-Proulx, Christine Keating

Long-Term Committee:
Jim Fuda, Chairperson
Members: David Faxon, Larry Abbott

From:	Gene Flynn
To:	Toni Dolan; Sheila Duncan
Cc:	Darien Covert; Roger Bouchard
Subject:	Fw: Trees requiring Watson Tree Services
Date:	Wednesday, July 13, 2022 11:33:08 AM

Hi Toni,

I know the Board is meeting next week but I was hoping that the Tree Committee could get an expedited approval on removing three trees and heavily trimming a fourth before this weekend. We are anxious to get onto Nick Watson's schedule as a couple of these trees are almost in emergency status. There can't be much dispute on if these trees are dead/dying so an email vote should be doable with the photos provided.

All four trees have been on our Tree Watch list for a couple years but the past year has shown rapid deterioration. We had Nick and Darien accompany two Tree Committee members for quoting several more trees in addition to these about a month ago and the resulting quote would have eaten all our Tree Budget for the year. So we asked Nick to quote those trees giving us most concern. The attached quote (photo 1) gives the quote for $2446.05 to take care of these four trees. The photo numbers below correspond with the narrative. The dollars are within the Tree Committee 2022 budget.

4220 - Remove black cherry trees at fence opposite Parking Lot L on HWS and across from unit 66. Dead and hazardous.

4217 - Remove Maple tree on HWN opposite unit 73 which is heavily damaged by insects and birds. The photo shows a close up of the damage. We believe this tree to be relatively hollow on the inside and to be the same age as other Maples we have already taken down on HWN. We will replace this with another Maple this fall, as we have done with the other removed Maples.

4216 - Heavy trimming on Birch by Garage 99. We have lost limbs on this due to prior storms and now the tree has one relatively healthy side and one dead side. Removal of the dead limbs will help save the rest of the tree. The tree is a hazard to the sidewalk, the garage and the driveway.

4215 - Dying Ash in front of unit 147. Nick told us three years ago that the Ash-borne disease was taking this tree. Extreme hazard for anyone sitting under it at this point. The photo does not give justice to how bad the tree's condition is.

Please let me know if I can answer any questions for the Board.

I would have copied Ron King directly but lost his email address. Have not had a chance to meet with him yet on Tree Committee stuff.

Gene Flynn

Watson Treeworks LLC
3 Laurel Rd
Rocky Hill, CT 06067 US
(860) 633-9168
watsontreeworks@gmail.com
www.WatsonTreeWorks.com

Estimate

ADDRESS
Darren Covert
Meadow Hill Condo
Association

ESTIMATE # 4273
DATE 07/12/2022

ACTIVITY	QTY	RATE	AMOUNT
TREE WORK Garage 99 Remove half of birch and clean up remainder Remove ash in front of 147 Remove maple on HWN by unit 73 Top black cherry trees behind fence across from unit 66	1	2,300.00	2,300.00T

Here's your estimate! We appreciate the opportunity to provide tree service.

Thanks for your business!

Watson Treeworks LLC
860-633-9168

SUBTOTAL	2,300.00
TAX	146.05
TOTAL	**$2,446.05**

Accepted By

Accepted Date

IMAGINEERS LLC

CORRESPONDENCE

July 11, 2022

UPS
8 Mountain View
Watertown, CT 06795

Dear Sir or Madam:

I am writing on behalf of the residents of Meadow Hill Condominium Association, Inc., a residential condominium association located on Hollister Way North, South & West in Glastonbury, Connecticut.

The Association is concerned by the manner and speed at which your drivers travel through the community. They consistently ignore the posted speed limits and stop signs. Especially during the summer, when residents are outside walking through the community, this presents a serious safety hazard.

Please instruct your drivers to obey the posted speed limits and traffic signs of Meadow Hill Association, for the safety and well being of all. Thank you in advance for your help and cooperation in this important matter.

Sincerely,

Sheila Duncan
Property Manager
Meadow Hill, Inc.

Cc/Board of Directors
File

July 11, 2022

FedEx
170 Glastonbury Blvd.
Glastonbury CT 06033

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Sincerely,

Sheila Duncan
Property Manager
Meadow Hill, Inc.

Cc/Board of Directors
File

OLD BUSINESS

IMAGINEERS LLC

NEW BUSINESS