**Tidewater Village Homeowners’ Association**

Meeting Minutes, 1/13/24 @ 10 AM

**Opening**

The semi-annual residents’ meeting of Tidewater Village Homeowners’ Association was called to order at 10:07 AM on January 13, 2024, at the library by President, Mark Ryan. The meeting was also held by Zoom for participants unable to attend in person.

**Attendance and Minutes**

President Mark Ryan, Treasurer Keith Sinusas, Secretary Regina Moller and 26 residents in attendance in person, 1 proxy vote, and 13 by Zoom (including Vice President Mark Barry and Board member Dick Juel), representing 32 residences. Financial documents, agenda and minutes from July 2023 were distributed by TW Alert portal prior to the meeting.

Approval of agenda and minutes were unanimously approved as distributed.

**Financial Report and Projection**

Keith discussed the prepared financial statements from data in QuickBooks. He went over expense variances and shared the Financial Committee’s budget projections through July of 2024. Debbie Burns and Tom Sebastian work closely with Keith on the Tidewater budget and hold monthly meetings. At this time, there is $30,030.05 left over in the budget due to mostly a decrease in water usage and little snow removal. It will remain in the operating account. Risers in septics were installed in some houses and will be installed in others not yet received. All Dues are up to date and there is to be no increase in dues this year. There was lengthy discussion about the need to build a reserve and add a one-time $250 assessment to be due in March.

There were questions about the insurance policy, and it will be shared on portal. There was also a discussion about the need to plow when the weather appears to be melting the snow. We did not have contract with us to see if there is an inch amount of snow required to plow. The consensus was to let the landscaper decide, but that Landscape Committee would follow up with him if needed.

There was discussion about the Finance Committee recommendation to retain a management company. The board had interviewed three companies, but none has yet been to our satisfaction. The Board will continue to review and consider that and all ways to meet the HOA needs for further oversight. Presently there are other financial obligations that take precedence.

Financial Report accepted and budget as presented was approved unanimously.

A motion was made, seconded and voted in favor of adding an additional payment of $250 per household to go toward reserves.

**Committee Reports**

*Landscaping Committee*

A review was presented by Chair Roland Nadeau. There had not been a Jan. meeting due to member illnesses. There are no current issues. It was requested that residents use the landscape request form in the portal for any needs so that the request can be forwarded as needed to the Board. There was a recommendation that the Committee have some spending allowance for small projects. The Board will review the by- laws about procedure for such and will get back to the committee. Bernie and Tom were thanked for all the extra fix-ups they do for the HOA community.

*Social Committee*

A review was presented by Chair Mary Kay Fragola. A successful event for residents was held at the brewery in Westbrook and as such it will be repeated in the Spring. Also successful Holiday dinner was held at the Clinton Country Club and a date reserved for this year in December has been secured.

The Sunshine Committee was introduced as a newer entity/subcommittee and there are contacts per region of the neighborhood, to help arrange any needed rides, meals, etc. as a way of looking out for our neighbors and asking for neighbor in need requests.

*Design Review Committee*

No requests received in the last 6 months. Request to read by-laws to inform what types of homeowner changes need approval and a reminder to use the process for requesting of any additional or changes to outside structural changes using the form in the portal.

*Legal Committee*

To be discussed under old business.

**Old Business**

Septic Concerns-

Mark Ryan reported that the Board seeks approval to retain an attorney(s) for the HOA in regards to not just septic issues, but also any other HOA needs such as a by-law review. One resident requested more future transparency in regard to the septic issue.

Motion was made and seconded to retain an attorney. Vote passed.

**New Business**

Management Company-

Per above, the Board will review management company needs with the finance committee.

Candidates-

Regina Moller thanked Mark Ryan for his tremendous work as President, and member of HOA Board since the beginning in 2019. All residents applauded his work! He will continue Committee work.

One candidate, Rick Trautman, was presented to fill the open position.

There was a motion made and seconded to accept the slate as presented. The motion carried and a vote passed unanimously.

The Board met in Executive Session after the meeting to elect officers per the by-laws. Board now consists of President Regina Moller, Vice President Barry Sullivan, Treasurer Keith Sinusas, Secretary Dick Juel, and member at large Rick Trautman.

**Adjournment**

Meeting adjourned at 11:14 AM by outgoing HOA President, Mark Ryan.

Next Public Board meeting is March 11- notice and time forthcoming.

Minutes respectively submitted by Regina Moller, Secretary TW HOA