

TOWNE HARBOUR ASSOCIATION, INC.  
BOARD OF DIRECTORS  
Meeting Minutes

**MEETING DATE / TIME:** Tue., May 16, 2023; 7pm

**LOCATION:** via Zoom

**DIRECTORS PRESENT:**

- Marilyn Cushman
- Kay Johnston
- Brian Miller
- Karen Serinis
- Bill Shaheen

**DIRECTORS ABSENT:**

- Mike Feldmeyer
- Chris Burgasser

**HOMEOWNERS PRESENT:**

NB: Homeowners received the meeting packet at 5:30pm on the meeting day.

- Jack Dailey (28)
- Mike Serinis (36)

**OTHERS PRESENT:**

- Barry Smith, Portfolio Manager, Kenrick Corporation

**AGENDA:**

**Call to Order**

The meeting was called to order at 7:01pm by President Karen Serinis.

**Homeowner Concerns**

- Mike Serinis noted that the processing time for variances is longer than usual. Barry Smith indicated homeowners should call him if their variance submission is not responded to in a timely manner.
- Brian Miller commented on the inconsistency of mailboxes: different post heights, varied platform sizes. **Barry will talk to Bill Cooper, who fixes or replaces THI mailboxes, to ensure consistency in future jobs and request Bill use measurements of mailbox at #34/#36 as the standard.**

**Approval of the Meeting Minutes from April 18, 2023, Board Meetings**

Meeting minutes were approved by THI Board of Directors via e-vote on Apr 23, 2023. The minutes are posted on the THI website.

**Treasurer's Report - Review & Acceptance of Financial Reports for April 2023**

Motion to accept: Marilyn Cushman; Second: Karen Serinis; Approval: Unanimous

**Committee Reports**

- **Architecture:** No report
- **Building:** No report
- **Dock:** See Attachment A. Brian Miller reported that site work for the docks is out to bid; bids are due this week.
- **Landscape:** Marilyn Cushman reported that the old monuments at the entrance were removed, trees planted and mulched, boulders set, certain areas seeded. Still to come are the sign and lighting.
- **Roadway:** Barry reminded the Board that Holiday Harbour is doing extensive roadwork this summer. THI's contribution will be an additional \$21,613 to the HH/THI Roadway Easement Fund. THI's contribution for crack filling, striping, etc. of the shared roadway portion will be \$1,029. Lastly, Barry reported that North Coast Property Maintenance, the company with whom THI contracted for sealcoating this year, is breaking their contract due to price increases. THI can either sign a revised contract with an increase of \$5K or choose another vendor. **Barry will seek other quotes and ask North Coast for a revised quote as much of our roadway is new pavement that does not need crack filling.**

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- **Social:** No report

**Management Report**

Barry Smith reviewed the most recent Management Report

**Old Business**

- **Security of THI documents on Kenrick website**
  - Barry will connect with Jerry Urlaub

**New Business**

- **Dock Proposal**
  - The following was approved by THI Board of Directors except Kay Johnston (not available) on April 13, 2023: Structurmarine Change Order 1 signed by Brian Miller, VP.
- **HOA maintenance**
  - The following was unanimously approved by THI Board of Directors on April 19, 2023: Sidewalk repairs at #35.
- **Variances**
  - The following was approved via e-vote by THI Board of Directors except Kay Johnston (abstained) on April 26, 2023: #29 Johnston, Replace four front windows amended. Exceptions: Job schedule is under control of the Building Committee because siding replacement also being done. Homeowner said 4 to 6 weeks for delivery of the windows from Hep Sales.
- **THI/HH Relationship**
  - Karen reported she met with Claudia Schaefer, Holiday Harbour HOA president, on May 12 regarding relations between the two neighborhoods. Their mutual agreement on policies affecting both neighborhoods (ex. access areas, speed limits, etc.) will be shared with respective resident groups. Any future concerns THI residents have should be directed to THI Board President.

**Next Meeting**

Annual Meeting: Monday, June 19, Canandaigua Country Club

**Adjournment**

Motion to adjourn: Marilyn Cushman; Second: Brian Miller; Approval: Unanimous  
Meeting adjourned at 7:36 pm.

Respectfully submitted,  
Marilyn Cushman  
Secretary

## Towne Harbor Island Dock Committee Report ~ May 16, 2023

Towne Harbour Island docks are open!

Billy will be repairing and replacing dock boards as needed in the spring. Walk-around was done on April 11<sup>th</sup>. As the water levels fluctuate, the docks can become tilted and/or “hung up”. If you see something that needs immediate attention, please let us know ASAP.

2023 primary boat slip letters, applications, assignments and maps were mailed out in April. Please complete & return to Kenrick with **ALL** documentation prior to mooring any watercraft.

The Dock Committee, through LaBella requested proposals/bids for the new dock system removal, installation, and site work. They are due in by mid-May, for our review.

We still have lots of planning and work to do, but we look to have the site contractor identified by June, with the goal of dock removal, and site work starting in the fall of 2023, with new dock installation spring of 2024, and completion by summer of 2024.

**All homeowners are required this season to submit all boat/watercraft current registration and insurance information to Kenrick, prior to mooring any boats/watercraft this season.**

The next Dock Committee meeting is scheduled for Tuesday, May the 23<sup>rd</sup>, 3:00PM, at the Holiday Harbour Clubhouse.

Second Dock Request List in order as of 05/09/2023:

1. Burgasser ~ #10 ~ Added 05/15/2021.
2. Franz ~ #13 ~ Added 06/07/2021.
3. Serinis ~ #36 ~ Added 08/12/2021.
4. Dailey ~ #28 ~ Added 12/08/2021.

### Dock Committee Members as of 05/09/2023

Mike Feldmeyer ~ Chairperson and Board Liaison

Doug Burgasser

Doug Merrill

Marcus Franz

Russ Young

Brian Miller

Peter Green

Bill Gauthier

Jack Dailey