



60 HOLIDAY HARBOUR  
CANANDAIGUA, NEW YORK 14424

## Holiday Harbour 2020-2021 Board of Manager's

Cindy Alves, VP - term expires 10/2022  
Claire Fisher, President - term expires 10/2021  
Denny Furnal - term expires 10/2023  
Kim Gardner - term expires 10/2023  
Frank Hacknauer - term expires 10/2022  
Bill Mapes - term expires 10/2021  
Carol Neel - term expires 10/2022  
Chris Sardone, VP - term expires 10/2023  
Marvin Wolk, Treasurer - term expires 10/2021

## Committees

**Clubhouse** - Barb Hackel, Diane Roach  
**Docking** - Carol Neel, Rich Russell, Cindy Alves, Alicia  
**Finance** - Marv Wolk  
**Gatehouse** - Kathy Welch  
**Landscape** - Cindy Alves, Linda Lytle  
**Long Range Planning (LRPC)** - Bill Mapes, Jerry Brown, Guy Burns, Claire Fisher, Denny Furnal, Chris Sardone  
**Maintenance** - Chris Sardone  
**Newsletter** - Stacy Fox, Claire Fisher  
**Nominating** - Carol Neel, Chris Sardone, Denny Furnal  
**Pool** - Kim Gardner, Chris Sardone, Kathy Welch  
**Social** - Kim Gardner, Kathy Mapes, Joan Brown, Diane Roach, Kathy Schott, Rebecca Snyder  
**Variance** - Cindy Alves (landscaping), Frank Hacknauer  
**Facelift** - Claire Fisher, Colleen Brown, Chelsea Henderson, Corinne Canough, Kathy Mapes  
**Water Quality** - Rich Russell, Corinne Canough, Paul Lytle, Claire Fisher  
**Website** - Chelsea Henderson  
**Welcoming** - Corinne Canough, Barb Hackel

# November 2020

## happenings



## Maintenance Reserve Update

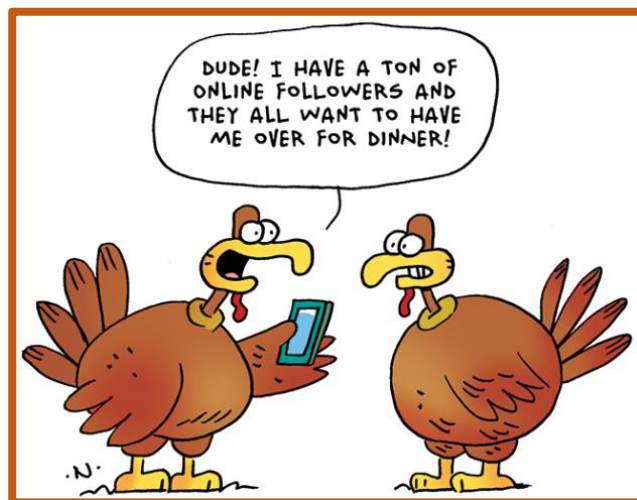
The pool repair was the last major repair for this calendar year. The pool was in worse condition than expected, with much jackhammering and repair of dead concrete needed. The improvements provide a long life for our pool and bring our pool up to NYSDOH safety standards too.

The cost was \$48,924.

This repair was funded out of our maintenance reserve, the balance of which is reduced with every major expenditure made. At some point in time, the fund will need to be replenished to pay for known ongoing repairs at HH.

Anticipated projects for next year are:

- Concrete work at \$20,000 to \$30,000
- Clubhouse patio beams at \$3,500
- Tree replacements at \$5,000
- Electric meter box repairs at \$2,500
- Repair 5 simplex second floor decks at \$15,000
- Install 3 new simplex doors at \$6,200
- Phase 4 and 5 of channel wall repair at \$400,000 (special assessment)



## President's Report

We have many volunteers at Holiday Harbour. Some enjoy working at their condo by pulling weeds, planting flowers, or watering. Others volunteer for one-time or longer tasks.

This can appear to mix the division of work between management and owner, but our by-laws clarify this.

Article VII states that homeowners are responsible for anything within the four walls of the condo, including doors, windows, and home-owner mechanicals in the basement or outside (air conditioner, hot water heater). The BOM is responsible for everything else.

Resident Involvement: We all have a percent interest in the common elements (Article V of by-laws) and it's appropriate to allow residents to chip in if they wish. We own it! It builds pride in HH and makes them feel productive. No one should feel, however, that they have to maintain anything outside their condo. That is what the work order process is for.

Work Orders: The property manager and BOM maintenance chair (Chris Sardone) prioritize these based on health, safety, legal issues, code compliance, Rule and Regulation issues, and resident work orders. There is a lot to sort through!

Have you submitted a work order and haven't heard back, or heard back and are unhappy with the time frame? There is a process to address this. Our property manager and maintenance committee chair will sift and weigh your concern and compare it to others. It can get moved up the list but that doesn't always happen.

Someone's mold issue or trip hazard will always have priority over painting a light pole.

Work orders not completed in one season get rolled into the following.  
You should be notified if this is the case. There is always room for improvement.

Regards,  
Claire Fisher



Another photo from the recent pool repairs!

## Fundraiser for Local Historical Landmark!

Just a short drive from Holiday Harbour is a historic landmark in need of restoration!  
It's the Cheshire Theatre & Meeting Hall in the quaint little Hamlet of Cheshire, in the Town of Canandaigua.

There's a non-profit organization, the Cheshire Community Action Team, who is raising funds to restore this beautiful piece of local history, and they need your help!

They are holding an **online** silent auction to raise funds for the project.

Please feel free to check it out and get more information here:

[www.32auctions.com/CCATAuction](http://www.32auctions.com/CCATAuction)

It will be held from

Sunday, November 15<sup>th</sup> through

Sunday November 22<sup>nd</sup> 2020

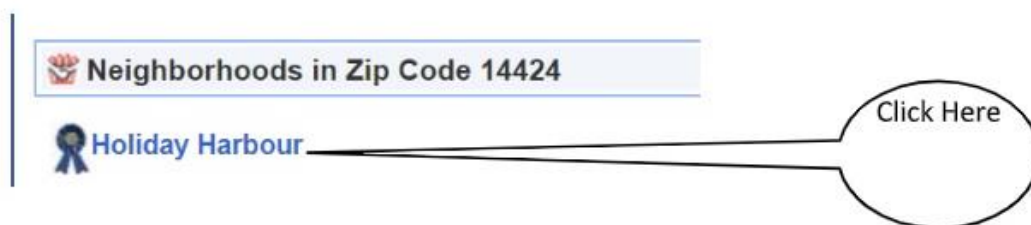
Join in on the fun & help a great, LOCAL cause!

## Instructions for accessing Holiday Harbour's website

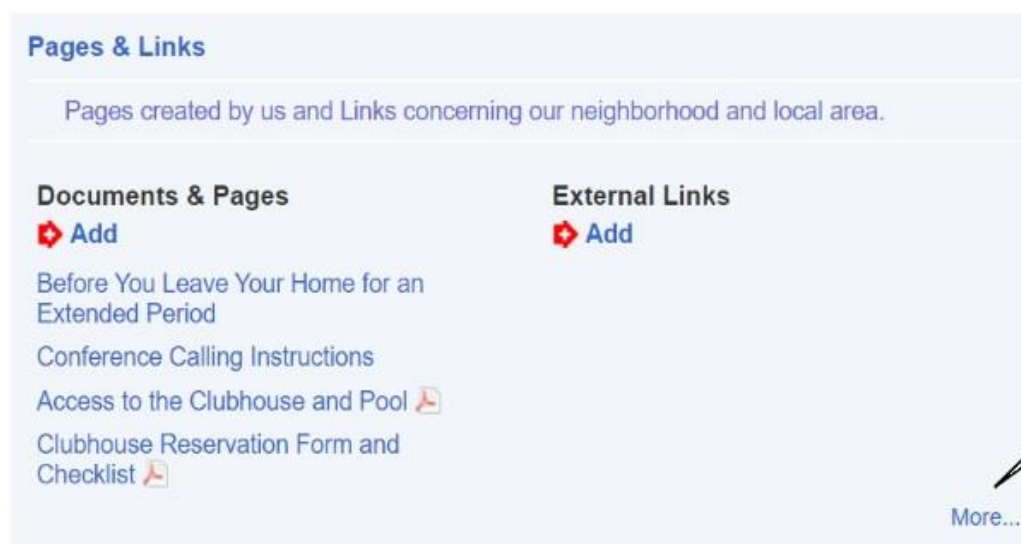
1. Go to neighborhoodlink.com
2. Type in our zip code, 14424, in the space noted, then push 'search'.



3. Scroll down maybe one page and click on Holiday Harbour



4. You're in! Now you can view and print forms, newsletters, docking applications and other material. Be sure to hit the 'more' button for extended viewing.



## **Have a Quick Question for Steve & Billy?**

Feel free to email our wonderful Superintendents with your inquiries at:

[srose@kenrickfirst.com](mailto:srose@kenrickfirst.com)

Please do not interrupt them while they are working unless it is an emergency. Email is checked twice daily.

**NOTE:** Service requests need to be filled out and turned in on the slips provided.

## **Neighbor to Neighbor Kudos!**

A big kudos to Nancy Stelnyk from unit 403 for procuring our West Lake "Holiday Harbour" signage.

Thank you, Nancy! 😊

## HOLIDAY HARBOUR BOARD OF MANAGERS MEETING ..... October 28, 2020

**CALL TO ORDER/ROLL CALL:** The meeting was called to order by Claire Fisher at 7:00pm. In attendance: Bill Mapes, Christopher Sardone, Marv Wolk, Cindy Alves, Kim Gardner, Frank Hacknauer, Denny Furnal; Kenrick Representative: Michelle Alvaro; and Recording Secretary: Stacy Fox. Absent: Carol Neel (loss of electricity).

### POST-MEETING HOMEOWNER COMMENTS:

- Unit #28, duration of Kenrick contract. The Board responded that it was a 2-year contract.
- Unit #403, inquired as to the status of Unit #23-C. The Board responded that court dates were still in process, but that it appears that the tenants were no longer living there.

**APPROVAL OF MINUTES:** A motion was made by **Cindy Alves** to approve the minutes from the September 23, 2020 meeting as written. The motion was seconded by **Marv Wolk** and approved by the Board.

### FINANCIAL REPORT:

The Financial Report ending on September 30, 2020:

Cash.....	\$739,096.91
Accounts Receivable.....	\$12,958.19
Accounts Payable.....	\$0.00
Prepaid Assessments.....	\$59,336.11
Maintenance Reserve.....	\$392,905.78
Utility Fund.....	\$ -213.07
Docking Fund.....	\$132,229.88
Roadway Easement Fund.....	\$20,029.14
Contingency/Emergency Fund.....	\$100,000.00
Parking Lot Fund.....	\$14,423.00

A motion was made by **Chris Sardone**, seconded by **Frank Hacknauer**, and passed by the Board to accept the Financial Reports. Laundry income was reported \$412.

**MANAGEMENT REPORT:** **Ms. Alvaro** reported that Kenrick Michelle Alvaro, Steve Rose and Billy Cooper met with Landscape Committee Chairperson on 9.28.2020; site staff will construct another kayak rack this winter; met with site staff 2x's weekly; Caitlin Champaigne is going to transcribe the information received from the second mailing and tally the voting results on the 2019 annual meeting minutes; forwarded information to residents per the board meeting; sent revisions of the August Board meeting minutes to Stacy Fox; coordinated pool closing on October 9<sup>th</sup>; Michelle Alvaro will conduct the zoom meetings; supervised the counting of ballots for the 2020 Annual Meeting with the 3 appointed election inspectors; forwarded results of the annual meeting to the previous Board President; met with the newly appointed Board President on 10.13.2020; Michelle Alvaro and Billy Cooper met with Maintenance Committee Chairperson and 1 other member on 10.16.2020; logged in dock applications and forwarded e-mail of those received to Dock Committee Chairperson; Covid-19 tracing sheets are being completed each day by staff; provided deck bid information to Maintenance Committee; notary services are available from Michelle Alvaro; on 09/23/2020 a Homeowner Approval Form was sent out; on 09/28/2020 the Long Range Planning Report was sent out; on 09/28/2020 a reminder to submit ballot was sent out; on 10/12/2020 Election Results were sent out; on 10/14/2020 a reminder to submit docking application was sent out; mailed and emailed October Happenings Newsletter; sent two welcome packets: Units #58 and #19; approved invoices for September 2020 in accordance with HH Budget & service contracts; prepared & distributed Board of Managers meeting packets; logged furnace

inspections and dryer vent inspections; working on gathering and updating lease information; completed walk-around letters.

**Superintendent's Report:** On-site staff completed the following tasks, in addition to the routine daily, weekly, and monthly tasks: continued mowing as needed; repaired rotted trim boards at gatehouse; scraped, sanded and recalked gatehouse; repainted all trim (white) at gatehouse; cleaned leaves out of pool; closed down pool building and drained hot water tank; put away pool chairs, tables, lounges and umbrellas; cleaned out pool soda ash barrel; oversaw the closing of the pool for the season; met with Portfolio Manager 2x's weekly; met with contractor regarding tree treatment; stored pool probes for pool computer for the season; stored pool emergency phone for the season; started putting away bikes for the season; reset lights around pool deck; removed two trees in front of #111 simplex (Karl Housel removed stumps); working on painting list; completed concrete list; started disconnecting hoses for the season; set up winter watchman in units; garbage pick-up weekly; empty pet debris cans weekly; removed flag and light from clubhouse; removed bush from gatehouse and replanted at clubhouse; filled in holes in roadway; replaced sump pump at unit #26; responded to 1 emergency service call; coordinated entry of units for gas project; followed-up on service requests; met with contractor regarding simplex door replacement.

#### **OLD BUSINESS:**

Kenrick Contract: A motion was made by **Marv Wolk** to sign the contract with Kenrick Corporation for 2-year management renewal with the annual 2% increase in fees, contingent upon the change the amount that Kenrick is authorized to approve without Board approval from \$1,000 down to \$500, with the exception of during emergency situations. The motion was seconded by **Cindy Alves** and approved by the Board.

Kayak Racks on Deck: **Bill Mapes** made motion to leave the rule as is; no kayaks to be stored on patios from May 1-Nov 1 due to safety hazards, as well as property appearance. The motion was seconded by **Kim Gardner** and approved by the Board.

Simplex Deck Replacement: **Michelle Alvaro** reported that two bids were received regarding repairing 4-5 simplex decks. After some discussion, the Board decided to return to this matter next month when further imperative information is gathered. **Cindy Alves** requested that decks be stained/maintained more frequently, and the Board decided that it would be placed on the maintenance list.

Channel Wall Update: **Claire Fisher** reported that J&J Contractors, the successful low bidder, has not been able to fulfill contract requirements. She noted that J&J was not able to produce insurance and bond paperwork by the deadline that was set forth in the contract documents. In response, **Cindy Alves** made a motion to instead award the project to Brawdy Marine, contingent upon the removal of the selected boulders from the canal, as well as putting down 4 inches of topsoil to be applied to the lawn after the work is complete, and then hydroseeded to repair the lawn disruption. The motion was seconded by **Bill Mapes** and approved by the Board.

LaBella Construction Inspection Contract: **Claire Fisher** reported that the next phase of the canal wall project needs to be overseen to be sure that work is being done according to contract specifications. An inspector (at \$85/hr.) and a construction manager (at \$100/hr.) would need to be hired. A motion was made by **Marv Wolk** that a construction inspection contract be awarded to LaBella at a not to exceed cost of \$20,000. The motion was seconded by **Denny Furnal** and approved by the Board. If accepted, the project would be set to be completed by April 15, 2021



Concrete Work: **Bill Mapes** reported that a Walk-Around was completed to assess the 8 wingwall and patios with concrete work that need to be replaced, as well as 8-10 slabs that need repairs, and that bids would be sent out to complete the work.

## **NEW BUSINESS:**

Meter Repair Status: **Claire Fisher** reported that there are roughly 7-10 meter boxes that need to be repaired at a cost of roughly \$300 each. The plywood panels, which support the meter boxes, would need to be replaced and/or repaired, as they have rotted out and some have become hazards. Further information will be gathered and then provided at the next meeting. She went on to say that staff would be sealing the remaining boxes to prolong their life expectancy. **Michelle Alvaro** suggested that they be looked at annually for maintenance.

## Committee Reports:

- *Long Range Planning Committee:*
  - The plan was extended to 12 years for visualization of the Reserves for necessary projects, which will be discussed in Spring 2021.
- *Finance Committee:* No update to report.
- *Maintenance Committee:*
  - During a Walk-Around, it was noted that there are two service-sidewalks in very bad shape due to various tree roots that cannot be removed. The recommendation of the committee is to remove those service-walks to be replaced with pavers.
- *Landscaping Committee:*
  - Trees and stumps have been removed
  - Some new tree plantings will begin Monday, November 2<sup>nd</sup> 2020.
  - On track with budget
- *Docking Committee:* Residents are asked to please return applications to Kenrick.
- *Water Quality Committee:* The committee proposed improvements to the landscape/lawn proposal that addresses lawn health and keeping Canandaigua Lake water quality at the forefront of importance. The recommendation by the committee is to adopt the RFP, evaluate the effects after years, increase mowing height to 3.5 inches, and aerate the turf in 2021 (then biannual after that).
- *Facelift Committee:* Several sign designs, fonts and colors were assessed by designers, who have submitted a proof for the fabrication of the signs.
  - A motion was made by **Cindy Alves** to get one lighter background sign at this time, with the possibility of getting a second sign at a later date, if determined necessary. The motion was seconded by **Denny Furnal** and approved by the Board.
  - A motion was made by **Bill Mapes** to have K&K Properties remove the brick portion of the wall for \$600 – leaving the footers. The motion was seconded by **Cindy Alves** and approved by the Board.

Annual Meeting Minutes: Comments are being compiled from the second mailing, which will be sent out to all homeowners.

Newsletter: **Claire Fisher** reported that she has received many positive comments from residents regarding the Newsletter.

## Review and Approve Variances:

- Unit #105, request to replace front door with screen door.
- Unit #121, request to install tankless gas hot water heater.

A motion was made by **Cindy Alves** to approve the above variances subject to adherence to Holiday Harbour specifications. The motion was seconded by **Bill Mapes** and approved by the Board.

- Unit #44, request to remove a portion of the unit's end wall to create a half wall or a lower wall at bench height.

The Board tabled this request, as further research is necessary in order to make a decision.

Adjournment: 8:56 PM

NEXT MEETING: December 2nd, 2020 @ 7pm

## Board Meeting Information

Please note that the next meeting date is December 2, 2020 at 7:00. The date is different because the board has combined the November and December meetings.

We will resume the regularly scheduled meetings (4th Wednesday of the month) on January 27, 2020.

Your input during the open forum sessions is valuable and encouraged.

The more information the board has,  
the better their decisions will reflect your thoughts and preferences.

### 2021 meetings will be held on:

January 27, February 24, March 24, April 28, May 26, June 23, July 28, August 25, September 22, and Annual Meeting, October, November & December - TBD

