

Southwinds Association, Inc.  
Annual Meeting Minutes  
December 5, 2024

1. **Welcome and Call to Order:** George Sexton, President, called the annual meeting to order at 7:04 pm. He thanked Frank Perrotti for allowing us to meet at The Copper Beech Inn, in person, for this meeting.
2. **Introduction of Board Members:** George Sexton introduced himself, Peter Decker, Treasurer and Suzanne Tweed, Secretary to those attending the meeting.
3. **Affirmation of Quorum:** Suzanne affirmed the following thirty three homeowners were represented by proxy or attending the meeting:  
Bonacorsa, Bonnano, Brochu, Caulfield, Connell, Decker, DeCrescentis, Farley, Fisher, Ghilani, Hammen, Harrigan, Jendrucek, Kearns, Kenney, Levene, MacMillan, McCaffrey, McDonald, Middendorff, Morica, Needleman, Perrotti, Polito, Porcaro, Quets, Saitta, Salbinski, Shepard, Sexton, Tweed, Weatherby, Wolff.  
  
By-laws require 1/3 of our 58 homeowners (20) participate in attendance or by proxy.
4. **Review and Approval of the December 8, 2023 Annual Meeting Minutes:** A motion to approve the minutes was made by Stu Fisher and was seconded by Dianne Sexton. There was no discussion. The motion was approved unanimously.
5. **President's Report:** George asked if there were any questions regarding his annual report, which briefly summarized issues addressed by the board during the calendar year. There were no questions. Refer to the President's Report attached.
6. **Treasurer's Report:** Peter presented the year-to-date status of the 2024 operational budget and the proposed 2025 operational budget. He walked us through the new Quick Books format. A motion to approve the budget was made by Pete Bonnano and seconded by Frank Perrotti. There was no discussion. The motion was approved unanimously. A copy of the budget is attached  
  
Ed McCaffrey and Frank Perrotti both thanked the board for all they do for the homeowners.
7. **Standing Committee Reports:**
  - A. **Open Space Committee:** (Pete Bonnano) Pete told us the he had scrubbed the dock and it is now looking like new. He also commended the volunteer spirit in our community.
  - B. **Pond Committee:** (Jack Kearns) Jack reported that the pond is looking very clear after this years treatment.
  - C. **Landscape Committee:** (Judy Jendrucek) There was no report filed. The new landscapers are doing a nice job.
8. **Old Business:** George asked if there was any old business to be discussed. Ed McCaffrey asked if our association covenants were automatically renewed. He was told that they were renewed last year

9. **New Business:**

A. **Motion to Approve:** Peter Decker as Treasurer of Southwinds Association, Inc. (January 1, 2025 - December 31, 2025) was made by Frank Perrotti and seconded by Bert Polito. The motion was approved unanimously.

B. **Motion to Approve:** George Sexton as President of Southwinds Association, Inc. (January 1, 2025 - December 31, 2027) was made by Pete Bonnano and seconded by Bert Polito.

C. **Other Issues and Concerns:**

Update of lawsuit and next steps regarding 32 Birch Mill Trail.

Terry Lynn McDonald said that she did not dredge the pond or do any clear cutting on her property. She said that reasonable solutions were tried in the past and she suggests a land swap for the open space that she has built on. The property line between the Association property and 32 Birch Mill property will be flagged to assure that both the Association and Ms. McDonald know the correct property line.

Peter Decker presented to the Members a Guide Homeowners Covenants and Zoning. That document will be placed on the Association website for all members to review.

Mike Bonacorsa would like the board to look into having speed “humps” placed on the road to slow traffic in our neighborhood, especially by his driveway that is on a blind curve.

Peter Decker shared with us that we can now sign up to be automatically informed if our property title has been altered in any way through the Town of Essex.

Stu Fisher sent out an email containing a QRC code that can be used to update any information for our homeowners directory. You can use the code or text the updated information to Suzanne Tweed at 860-575-2247.

10. **Adjournment:** A motion to adjourn the meeting was made by Randy Saitta and seconded by Michele Quets. By unanimous consent, the meeting was adjourned at 7:32 pm.

The minutes were prepared and submitted by Suzanne Tweed, Secretary.

## President's Annual Report

December 5, 2024

I hope everyone had a productive and healthy year. The Southwinds Association is on budget for 2024. The Open Space and the trail have been maintained . No major trees had to be cut down. The pond is looking good this year. We did treatments for Lilly pads and weeds. Thanks to our new landscapers, the entry ways for both Southwinds Dr. and Birch Mill Trail look good but the signs themselves need to be refurbished.

Our dam on the pond is a BB Class dam that has to be inspected every 7 years. The inspection was completed this year and it passed the inspection with some ongoing maintenance.

The IWWC lawsuit against 32 Birch Mill Trail is over with the court directing Ms. McDonald to remove the lower patio and the disturbed area restored to its original grade which has been satisfied. The court only dealt with the wetlands. It did not deal with Ms. McDonald's items that are on Association property. Next steps will be discussed at the Annual Meeting.

We have new neighbors at 2 Birch Mill Trail. Please welcome Rosalie and Joey Kellems and their two daughters.

Thank you for your attendance at the meeting. If anyone has any questions or suggestions please advise.

Regards, George Sexton

Southwinds Association, Inc  
2024 Annual Financial Report & 2025 Budget

Bank Balances as of November 15, 2024	Checking	\$ 16,991.08	CD	\$ 22,381.00
Projected Balances as of December 31, 2024 After Accounts Payable		\$ 12,740.84		\$ 22,561.00
# of Homeowners	57			57
Annual Dues	\$ 250.00			\$ 250.00
<b>Revenue</b>	<b>Proposed 2024</b>	<b>Actual 2024</b>	<b>Variance</b>	<b>Proposed 2025</b>
Total Homeowners Dues	\$ 14,250.00	\$ 14,250.00	\$ -	\$ 14,250.00
<b>Expenditures - Fixed</b>	<b>Proposed 2024</b>	<b>Actual 2024</b>	<b>Variance</b>	<b>Proposed 2025</b>
Dam Inspection	\$ 3,900.00	\$ 3,900.00	\$ -	\$ 500.00
Landscaping	\$ 3,600.00	\$ 3,704.81	\$ (104.81)	\$ 3,700.00
Legal Entity Fees	\$ 50.00	\$ 50.00	\$ -	\$ 50.00
Pond Treatment	\$ 2,800.00	\$ 2,424.78	\$ 375.22	\$ 1,300.00
Postage	\$ 225.00	\$ 142.26	\$ 82.74	\$ 200.00
Property Taxes	\$ 900.00	\$ 548.74	\$ 351.26	\$ 650.00
Repairs & Maint	\$ -	\$ 130.00	\$ (130.00)	\$ 100.00
Website & Fees	\$ 350.00	\$ 995.25	\$ (645.25)	\$ 350.00
General Insurance	\$ 1,819.00	\$ 1,871.00	\$ (52.00)	\$ 1,900.00
Directors & Officers Insurance	\$ 1,212.00	\$ 1,319.00	\$ (107.00)	\$ 1,400.00
Open Space & Tree Pruning	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 1,000.00
Open Space Survey	\$ -	\$ -	\$ -	\$ 850.00
Contingency Fees	\$ 500.00	\$ -	\$ 500.00	\$ 2,000.00
Administrative	\$ -	\$ -	\$ -	\$ 250.00
32 Birch Mill Trail (TLM Matter)	\$ 1,500.00	\$ 1,500.00	\$ -	
<b>Total Expenditures</b>	<b>\$ 17,856.00</b>	<b>\$ 16,585.84</b>	<b>\$ 1,270.16</b>	<b>\$ 14,250.00</b>
<b>Profit &amp; Loss</b>	<b>\$ (3,606.00)</b>	<b>\$ (2,335.84)</b>		<b>-</b>