



**Beechwood Lakes Property Owners Association  
BOARD OF DIRECTORS MEETING AGENDA**

**February 9, 2026 | 6:30pm | 32 Beechwood Lakes Drive**

NOTICE OF THE MEETING: The Beechwood Lakes Homeowners Association Board of Directors Meeting was held at 6:30pm on Monday, February 9, at the home of Gino Vasta, Vice President.

**PRESENT:**

- Larry Moore, President
- Gino Vasta, Vice President
- Melissa Auxier, Treasurer
- Erica Zoller, Secretary
- Chris Staton, *Board of Directors*
- Daniel Carpenter, *Board of Directors*
- Mike Burgess, *Board of Directors*

The following items were on the agenda for the meeting:

- |                                    |                  |
|------------------------------------|------------------|
| <b>I. Call to Order</b>            | <b>President</b> |
| <b>II. Minutes of Last Meeting</b> | <b>Secretary</b> |
| <b>III. Treasurer's Report</b>     | <b>Treasurer</b> |
| <b>IV. Continuing Business</b>     |                  |
| <b>a. Road/Dam Update</b>          |                  |
| <b>V. New Business</b>             |                  |
| <b>VI. Adjourn</b>                 |                  |



**Beechwood Lakes Property Owners Association  
BOARD OF DIRECTORS MEETING AGENDA**

**February 9, 2026 | 6:30pm | 32 Beechwood Lakes Drive**

**I. Call to Order**

Meeting called to order at 6:31pm

**II. Minutes of Last Meeting**

Minutes from the January meeting were distributed and published previously. The January minutes were approved as distributed

**III. Treasurer's Report** (Enclosed at end of document)

- Notifications regarding the 250 CDs have been sent out. The move to invest in CDs is projected to bring in an additional \$10,000 in revenue towards the dam/road repair.
- Dues postcards and signs have been deployed to potentially increase yield.

**IV. Continuing Business**

**a. Road/Dam Project Update**

- **Committee Members:** Caroline Kennedy, Bill Carpenter, Erica Zoller, and Larry Moore.
- **Meetings Held:**
  - January 18: Engineering proposals distributed for review
  - February 8 (Rescheduled from February 1 due to snow): Caroline, Bill, and Larry met; Erica consulted afterward via phone.



- **Committee Recommendation:** The committee reached a quick consensus to recommend S&ME for the engineering project.
- **Rationale for Recommendation:**
  - S&ME is a “one-stop-shop,” handling everything in-house, whereas competitors intended to subcontract work
  - The S&ME proposal was viewed as more concise, clear, and inclusive of details and deliverables (e.g., permit submission).
  - S&ME is a local company based in Arden
  - S&ME has been highly responsive to questions during the bid process.
- **Selection of Engineering Firm for Road/Dam Project:**
  - Discussion:
    - While Alpha Omega's initial bid seemed lower, they later added significant costs that were already included in S&ME's bid (approx. \$10k more to include Emergency Action Plan fees and \$6,500 for additional permits).
    - Concerns raised regarding a discrepancy in the S&ME proposal: one section states the Emergency Action Plan (EAP) is included, while the "exclusions" section lists it as excluded. This needs clarification.
    - Confirmation that the HOA did not qualify for state assistance through the Private Bridges and Roads program. The board will not be submitting for partial reimbursement because FEMA funds are considered a duplication of benefits and would be deducted from any reimbursements from the state. Additionally, each homeowner would have to provide their most recent complete property owner(s) tax records documentation before the closing deadline of February 28. Finally, only completed work to date could be submitted to the state for reimbursement.



- General consensus that a legal review of the contract is necessary before signing to protect the board from personal liability.
- **Motion 1:** Gino Vasta moved to accept the proposal from S&ME to handle the engineering phase of the Road/Dam project, contingent upon clarification of the Emergency Action Plan inclusion, the project timeline, and a satisfactory legal review of the contract.
  - Seconded.
  - **Vote:** Unanimous approval.
- **Motion 2:** Motion made to hire a contract attorney to review the S&ME agreement prior to signing.
  - Seconded.
  - **Vote:** Unanimous approval.
- **Action Item:** Board to locate a contract attorney. Suggestion made to seek a referral through Sandy's connection at Esther Mannheimer's office.
  
- **Rock Removal Request:** Discussion regarding a request from Tyler Brock to have large barrier rocks moved/replaced. This task requires a tractor. Board member will check with a resident on Willow Bend regarding the potential use of his tractor for this task.

## VI. Adjourn

Meeting adjourned at 7:27pm





**Current Balance**

**As of February 9, 2026**

**\$17,718.09**

Potential Dues Amount: **\$24,200**

Amount Collected: **\$4,835.00**

Percentage Potential Dues Collected: **20%**



**Beechwood Lakes Property Owners Association  
BOARD OF DIRECTORS EMERGENCY MEETING AGENDA  
AMENDMENT**

**February 16, 2026 | 7:00pm | 32 Beechwood Lakes Drive**

NOTICE OF THE MEETING: The Beechwood Lakes Homeowners Association Board of Directors Emergency Meeting was held at 7:00pm on Monday, February 9, at the home of Gino Vasta, Vice President.

**PRESENT:**

- Larry Moore, President
- Gino Vasta, Vice President
- Melissa Auxier, Treasurer
- Erica Zoller, Secretary
- Daniel Carpenter, *Board of Directors*
- Mike Burgess, *Board of Directors*

**Absent:**

- Chris Staton, *Board of Directors*

The following items were on the agenda for the meeting:

- |  |                                  |
|--|----------------------------------|
| <b>I. Call to Order</b>                                    | <b>President</b>                 |
| <b>II. Notification of Amended Minutes (Feb 9 Meeting)</b> | <b>Secretary</b>                 |
| <b>III. Engineering Proposal Comparison</b>                | <b>President &amp; Secretary</b> |
| <b>IV. New Risks &amp; Unknowns</b>                        |                                  |
| <b>V. Legal &amp; Liability Discussion</b>                 |                                  |
| <b>VI. Next steps</b>                                      | <b>President</b>                 |
| <b>VII. Adjourn</b>  |                                  |



**Beechwood Lakes Property Owners Association  
BOARD OF DIRECTORS MEETING AGENDA  
AMENDMENT**

**February 16, 2026 | 7:00pm | 32 Beechwood Lakes Drive**

**I. Call to Order**

Meeting called to order at 7:00pm. The meeting was called to order by Larry Moore to discuss urgent developments regarding engineering proposals for the dam repair project and to establish a path forward before the March meeting.

**II. Notification of Amended Minutes (Feb 9 Meeting)**

Formal Notice: The Board hereby amends the minutes of the February 9 meeting to reflect the following correction regarding the selection of an engineering firm:

- **Action:** The Board has rescinded the previous vote to move forward with S&ME for the engineering contract.
- Motion to Rescind: Made by Melissa
- Seconded by: Erica
- **Approval:** The motion to rescind passed by vote.
- **Reasoning:** The decision was made following the discovery of an "Order of Magnitude" construction cost estimate from S&ME totaling over \$2,000,000, which significantly exceeds the HOA's total budget of approximately \$1,300,000.

**III. Engineering Proposal Comparison**

Erica presented a comparative analysis between S&ME and Alpha & Omega (A&O).

Key findings included:

- **Cost Discrepancy:** Excluding construction, there is a \$45,000 difference in favor of A&O.



- **Scope of Services:** \* A&O: Includes bid support for construction and site visits during the construction phase within their base fee.
  - S&ME: Hand over plans upon completion; additional assistance in collecting bids or construction oversight would require extra fees (up to \$10,000+).
- **State Regulations:** S&ME's estimate is based on meeting full State Requirements. A&O's current estimate may not fully reflect the costs of bringing the dam up to state code, which could increase their total.

#### IV. Risks & Unknowns

The Board discussed several "known unknowns" that could impact the budget:

- **Army Corps of Engineers:** Melissa confirmed that assistance from the Army Corps is no longer an option.
- **Asbestos Risk:** Potential hazardous waste (asbestos) in the culvert concrete could lead to massive disposal costs (\$15,000–\$20,000 per dump truck). Testing is required.
- **Utility Relocation:** Costs for moving power poles (S&ME noted 3 poles, though only 1 is currently visible) and private secondary utilities (AT&T, Spectrum) remain unquantified. Could be upwards of \$15-\$40K
- **Contingency Rates:** S&ME uses a 30% contingency; A&O uses 20%. The Board agreed that 30% is a more realistic industry standard given current labor/material markets.

#### V. Legal & Liability Discussion

The Board reviewed the implications of not meeting State Requirements:

- **Liability:** If the dam is not brought up to code, the Association remains liable for potential loss of life or property.



- **Corporate Shield:** As a non-profit corporation, individual members' personal assets are generally protected, though the Board maintains liability insurance for its members.

## VI. Next Steps

- **Site Visit:** Larry and Erica will meet with **Ted Bartlett (President of A&O)** on February 17 to walk the site.
- **Direct Negotiation:** The Board could pursue a "cards on the table" approach, informing firms of the firm budget to see what can be designed and built within those constraints.
- **March Meeting:** The Board aims to make a final decision on the engineering path forward during the regular March session.

## VI. Adjourn

Meeting adjourned at 7:57pm

Minutes Submitted By: Erica Zoller, Secretary  
Approval Date: February 26, 2026