



Huntwood 2025 HOA Annual Meeting
September 30, 2025
Held At The Manlius Public Library

Attendees:

HOA Board Members;

Alan Lincoln - President

Nancy Kerrigan - Vice President

Absent: Diana Marley- Secretary

Property Management Alliance (PMA):

Doug Shepard- President

Ryan Delany-Finance Manager

Brandon Garrigan- HOA Relationship Manager

Huntwood HOA Attorney:

Scott Lickstein-Newman & Lickstein

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- The meeting was called to order at 6:10PM by Alan Lincoln.
Introductions were made: the board officers, PMA employees, the HOA attorney Scott Lickstein.
 - Alan asked for a motion to wave the reading of the 2024 HOA Annual Meeting minutes. Motion was made by Bob Steigerwald, seconded by Ann Lincoln. No objections were made to the motion and the minutes passed as presented.

- Alan reviewed the highlights of the past year including neighborhood improvements, completed projects and future plans.
- Ryan Delany reviewed the 2025 financials and the 2026 budget. An increase of \$45.00 to the quarterly HOA fee is required to cover an increase in the trash collection expense, an increase in the management fee, an increase in the HOA liability insurance premium, an increase in the contract for lawn care and snow removal, and an increase due to general inflation. Discussion with questions followed. Answers by the board, Doug Shepard, and Scott Lickstein included the following reasons:
 - The Insurance company didn't renew our liability policy so a search for other insurance (Brown & Brown) resulted in the increased premium. Our past annual premiums (\$1,450) were significantly low so the increase was not unexpected
 - PMA's inflationary cost of doing business has risen. The 2026 contract reflects a 46% increase with an additional 4% increase in year two.
- Trash removal has increased over 12% in the past two years.
- The new two year contract with Scenic View for lawn care and snow removal has a general inflation increase of 2% per year. Other budget discussion included :
 - Ryan explained the progress that has been made with increases in the HOA reserve account that now has a balance of \$46,113. A question was raised about what the amount should be. The goal is an amount equal to one year of expenses in reserve.
 - The driveway reserve was questioned. This amount was spent down and any meaning is now included with the general reserve funds. In the past the designated driveway fund restricted the HOA from spending those funds on any other repairs. Now, any repairs or maintenance can be funded from the reserves, including driveway repairs, because the reserves are unrestricted.
 - Thanks to wise counsel by Ryan Delany, we now have approximately half of the reserves invested in fixed income Certificates of Deposit (CD's) at M&T bank. They are accessible if necessary, automatically renewed and laddered for six and twelve month renewals so that any penalty for early withdrawal would be minimal if the funds were needed before the CD's matured.
 - The new quarterly fee is \$685.00 effective January 1, 2026. For homeowners personal budgeting purposes, on a monthly basis this equals \$228.33 per month. Discussion followed with questions from many homeowners. A motion was made by John Perun , seconded by Ann Lincoln to vote on the budget and the budget was passed: Yes votes: 36, No votes: 8.

- The board presented the idea of revising two of the the bylaws regarding the leasing (renting) of units and a second revision for the option of holding electronic annual meetings or any other HOA meeting's. A copy of these amendments are included with these minutes. a discussion followed:
- Does this eliminate in person annual meetings? Answer: not necessarily. It's an option where those who can't attend in person could Zoom or FaceTime into the meeting and participate electronically. Ultimately it will be the HOA board decision how and when the electronic meetings would be held.
- A motion was made by Alan Lincoln and seconded by Nancy Kerrigan to present these two bylaw changes for a vote; The amendments were passed as follows:
 - Leasing amendment: Yes votes: 43, No votes: 1 (one) .
 - Electronic meeting option: Yes votes: 43, No votes: 1 (one)
- The current board members terms are ending and the new board member candidates were introduced. They are: Marianne Nolan, Seyeon Lee and Jodi Reith. Their bios are attached to these minutes. A motion was made by Alan Lincoln and seconded by Nancy Kerrigan to vote on the new board candidates. The results were Yes votes: 44, No votes: 0 - (Zero) .
- Alan asked the new board to come forward and introduce themselves. They received positive affirmation from the attendees.
- Alan Lincoln asked for any additional questions. There were question's summarized as follows:
- Debbie Wright updated the group about her research with the NYS Department of Transportation (NYSDOT) into the possibility for a traffic light at the entrance to our development. She explained that her request was being considered and analyzed by the NYSDOT. They will respond to Debbie and she will forward any information to the board at that time.
- Lisa Bucci asked for more frequent trimming of the trail and suggested mowing/trimming at least once a month.
- A question about removing dead trees in the common area. Doug Shepard said that they would be taken care of in October.
- What is the timing for the replacement of the dead Arborvitae trees along Rt 92? Doug Shepard said it would be done in a couple of weeks.
- What information is available about a lawsuit? Alan Lincoln deferred immediately to attorney Scott Lickstein for an answer. Scott replied yes, there is a lawsuit. There were questions about the impact on the Homeowners Association expenses and impact in the future. Scott explained that no details or speculation can be discussed because it is an ongoing active suit. Scott gave the

group the electronic address for the New Your State Unified Court System where they can look up any details regarding the lawsuit.

- A motion was made by Bob Steigerwald to adjourn the meeting, Seconded by Nancy Kerrigan. The meeting adjourned at 7:20PM.