



**The Shores at Berkshire Lakes Master  
Homeowner's Association, Inc.  
Board of Directors Meeting Minutes  
May 8, 2025 -6:00 pm**

**Attending:**

Board Members: Colleen Rinaldi, Linda Myron, Lee Kurasowicz, Kelly Flynn, Bill Allen, Wade Merrick (Zoom), Brian Young (Zoom).  
Anchor Associates Brad Phelps

Colleen called the meeting to order at 6:02 pm.

A quorum was present. The Proof of Notice was reviewed and is acceptable.

**Meeting Rule:**

The following rule was used for the meeting. An owner may speak for three minutes on any agenda item, no member may speak more than once until all owners wishing to speak for the first time have done so, and owners may speak only twice on a single agenda item, the second time for one and a half minutes. Only the items on the agenda will be discussed.

**Approval of the Minutes:**

Lee motioned to approve the April 17, 2025 MHOA Meeting Minutes. Brian seconded. All in favor.

**Treasurers Report:**

Lind Myron reported that she received the Auditor's report from Anchor Associates, and it was a clean opinion, with no concerns.

**ACC Committee:**

Phil Falagres reported:

7669 Berkshire Pines Dr -renovate pool coping-recommends approval  
7916 Leicester Dr – Oak Tree Removal – Awaiting Completed Application  
7517 Lourdes Ct – Removal of 3 Palm Trees – Awaiting Completed Application

Lee motioned to approve the 7669 Berkshire Pines Dr recommendation above. Wade seconded. All in favor

**Social Committee:**

Nancy Taylor gave the report. The committee has submitted updated guidelines for social committee events. A Memorial request form will be discussed later in the meeting. Lee motioned to approve the updated social committee guidelines with the exception of the memorial application. Linda seconded. All in favor.

**Lake Committee:**

Colleen read the report from Kim Wilson. The lake is in good condition for the dry weather we have been experiencing. It is at its lowest level in 10 years. The weeds will be treated soon. Kim warned residents that the



edges of the lake look dry, but are very muddy and should not be walked on. Colleen stated that Advanced Aquatics is working on the fountain on Haverhill, which appears to need new aerators.

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**Unfinished Business:**

- a) The ACC met and reviewed AC-7 for consideration of allowing solid roof panels, but unanimously agreed that the guideline should not be changed.

**New Business:**

- a) Property Review and Enforcement Procedures and Appeals Committee Responsibilities: The board had planned to discuss procedures for reviewing properties to ensure consistent enforcement of the governing documents, in compliance with updated state regulations effective June 2024, and clarify the role of the Appeals Committee in reviewing and ruling on proposed fines. Bill explained that he, Lee and Brian had completed their work on updating this policy, but are still working with our attorney to gain his approval. At that time it will be presented to the community.

- b) Memorials, open to all members of the community, are allowed for residents and their immediate family free of charge. Application must be submitted to the social committee, and be supervised by a member of that committee or the board. It was suggested to add a refundable \$250 deposit be required in case clean-up isn't completed properly. The application form will be updated and voted on at a future meeting.

Colleen added that there is a Memorial Service for Florette Kahn on 5/10 from 1:00-4:00

- c) Updates- There was unexpected \$2 fee for automatic ACH bank payments through Anchor Assoc. Brad apologized that prior notice was not given. The fee was imposed by the 3<sup>rd</sup> party processor, and was not expected until July. Brad is working to negotiate this fee, but members should expect it will still be charged in June. Members can stop automatic payments on the owner portal if they prefer to pay via another method (drop off check at Anchor, mail a check, or make payments through members personal online bank account)

**Announcements:**

- a) Next Board meeting will be at 6:00 pm on 5/29/25, followed by a Town Hall with Hotwire at 7:00 pm

**Member Comments:**

- a) A member asked what is being done regarding hurricane preparedness. Colleen advised that a letter will be sent next week and property inspections will be happening as well.
- b) A member inquired about ficus replacement in the areas that have not been replanted. This is not currently planned but will be considered when budgeting next year, or if there is budgeted money left when the project is completed.
- c) A member expressed concern about an unapproved walkway and barbecue area installed behind 7412 Berkshire Pines Dr. Colleen confirmed that a letter has been sent and the issue is still being pursued.

