

RIVER EDGE HOMEOWNERS ASSOCIATION, Inc.
BOARD OF DIRECTORS MEETING
MINUTES – 8 Niagara Shore Drive
05/19/2025

PRESENT

Board Members:	Bill Strassburg, Anne Duggan
Absent:	Jerry Hathaway
Management:	Joe Urbanczyk, Tony Galbo (owner, via Zoom)
Call to order:	Vice President Bill Strassburg called the meeting to order at 2:06 p.m.

SPECIAL SESSION:

The Board requested the presence via Zoom of Tony Galbo, owner of Fairwood parent company, The Galbo Group, to discuss its displeasure with the “rollout” of the new Enumerate accounting system to our Association. The Board noted that it was, A) late – notices were received May 7 for a system that was incorporated May 1; and, B) poorly communicated – the memo issued was, once again, a “blanket” communication to all of Galbo Group’s HOA clients without review by the Board, and had several confusing statements and poor direction as to how to access and create unit owner payment accounts. We again informed both Joe and Tony that any written communication with our unit owners must be reviewed by the Board prior to issuance.

Joe indicated that he still does not have emails for all of our unit owners, making it difficult to effectively communicate with them. A Fairwood employee has been tasked with reaching out to each of those owners by phone to obtain an email address. Additionally, because of the confusion created by the Enumerate communication, Joe will reach out to all owners not currently connected to the Enumerate portal to walk them through their setup. He will also monitor incoming HOA fee collection for June to ensure that all owners correctly managing their payments.

ACTION ITEMS: Joe to reach out to unit owners to ensure smooth transition to the Enumerate portal

RESPONSIBILITY: Joe U

Mr. Galbo left the meeting at this point.

AGENDA

Anne made a motion to approve today’s agenda. Bill seconded. All in favor.

MINUTES

The minutes from the 04/14/25 Board Meeting were reviewed. A motion to approve the minutes was made by Bill, seconded by Anne. All in favor.

FINANCIALS

The 10th month financials, unavailable as of this meeting, were subsequently reviewed by the Board on 5/23/25. As of 04/30/25, we showed cash on hand of \$477,683, total assets of \$486,148, and a reserve account of \$440,067. It was noted that the expiration date of the CD's has been amended to reflect the accurate date.

There was discussion of the new Enumerate system's formatting of our financial reports. Joe will make some adjustments to the format of the Balance Sheet summary to reflect the totals of the above-mentioned accounts (to make totals more apparent and concise).

Anne made a motion to accept the financials as noted above and Bill seconded. All approved.

ACTION ITEMS: Joe to ask Accounting Team to adjust CD termination dates, and will also write a summary re Enumerate for the website.

RESPONSIBILITY: Joe U

ADMINISTRATIVE AND LEGAL UPDATES

1. 2025-26 Budget – the Budget was tabled until President Hathaway had time to review and the Board can discuss. This will take place at or before the June 9 Board meeting.
2. State of Liability Waiver for roof penetration at #36 - received
3. Spring Walkaround discussion – relatively minor issues noted and will be addressed by property manager. A list was provided to the Board.
4. Overlook Project update– per the city engineer:
 - a. There have been some minor changes made and the project should be approved by the end of the month (May). It then goes out to bid for a month, then contract award and signings take another month. If everything goes smoothly construction will start in August.
 - b. The City added River Edge HOA as an additional insured for our private road.
 - c. There will be a “hard” pedestrian/bike block at unit 132, where folks will have to turn around. There will also be a detour set up at the southeastern portion of the bike path near our Building #1 (units 4-24) that will direct pedestrian and bikers onto Niagara Shore Drive toward Tops and on through the back portion of City Hall. The Board expressed some concern that people will take the first right turn onto Niagara Shore Drive in front of Building #2 (#28-56) and try to get back to the path by walking/biking down our private road.
 - d. The electrical for the Overlook lighting is being connected via underground utility and looks to be accommodated near the southeastern end of our development. The exact location of the connection and any related digging is not yet known to us.
5. Website– No update.

6. Spring Walk plant list – 29 plantings need to be replaced/pulled. Will not be replaced with boxwoods because of ongoing insect issues with that species. Burning bush or holly will be used where replacements are necessary.
7. Unit 4 Plow Damage – The small area to the right of Unit 4 driveway that has plow damage has still not been repaired and seeded. Joe to talk with SJD Landscaping again.

ACTION ITEMS: ensure SJD repairs and seeds plow damage at Unit 4.

RESPONSIBILITY: Joe

8. Spring Cleanup, Edging and Mulch -the Board again expressed its concern over the timing of this year's effort by the Landscaper. In light of his extraordinary efforts last summer to take over mid to late season and take care of our property so well, we were hopeful that this same attention to detail would continue this year. Thus far, work has been slow and sporadic, workers are speeding through trimming and cutting, and seem have an overall sloppy approach to the work. Joe will address this with SJD.

ACTION ITEMS: discuss Board displeasure with Spring work with SJD

RESPONSIBILITY: Joe

MAINTENANCE

Landscape/Snow Discussion

Lawn Spraying – one spray thus far.

COMMUNICATIONS

Two reminders:


- The Board asked Joe to be more consistent with timely responses and follow-up on resident requests/inquiries. Two years ago, a 72-hour response time window was set, and this is not always followed.
- Joe U. must cc HOA Board members on all written or electronic communications issued on behalf of the HOA.

The next Board meeting will be held on from 6/9/25 at 5:00 p.m. at City Hall

There being no further business, Anne made a motion to adjourn the meeting at 2:57 p.m. Bill seconded. All in favor.

Respectfully submitted,

Anne Duggan
Board Secretary

Responsibility key: 
Joe
Jerry
Bill
Anne