



Bromley Regular Board Meeting
Minutes Tues, April 14, 2026 7:00 PM
Bromley Village Association Board's Zoom Meeting

1. Establish quorum & call meeting to order
 - a. BVA Board Members attending: Cariste, Moriarty, Pangburn, Collins, Mason, Lowy, McCoy, Tomkiel, Omasta
 - b. BPS Attendees: Gage
 - c. Quorum established and meeting called to order at 7:06pm
2. Review/Approve Minutes, 2/3/2026 meeting
 - a. Motion to approve minutes made by Pangburn and seconded by Omasta.
 - Approved unanimously
3. Report on March 31 “Special Board Meeting” regarding BPS Contract and parking violations
 - a. The BPS Contract was discussed during the Committee Reports (below).
 - b. The parking violation was discussed during the Exec Session of the March 31, Special Board Meeting. A letter was sent to the owner regarding the parking complaint, including approval of a sign (subject to Architectural Committee Review), reference to relevant declaration/bylaws/rules, and notice of potential fines and loss of rental agency use for future violations. The sign was agreed upon by the complainant and we are still awaiting submittal of the sign to the Architectural Review Committee by the owner.
4. Standing Committee reports:
 - a. SOW Contract: A recap of the discussions held by the Board during an Executive session was made. The Board needs to make a decision between these options at this April 14th meeting, as the current contract expires in three weeks.
 - Option 1 – Maintains the current model with a 23% price increase for comprehensive services, including a full-time property manager. Option 1 requires agreement from “the COAs,” as Bromley will not invest in staff and equipment solely for the BVA contract.
 - Option 2 – Transitions to a basic services model with a significantly reduced BPS scope, eliminating most individual unit services while maintaining only core services for the BVA, such as the clubhouse, pool, and tennis courts. Option 2 would no longer include emergency response services, property management, or on-call support. Services such as snow removal and road maintenance would be handled by separate contractors. Additionally, property management and other services would need to be sourced from outside vendors. Preliminary inquiries have been made; however, time constraints prevent reaching a viable solution with actual cost estimates.

The COA Presidents met on April 7 and reviewed the options. The COA Presidents were queried on their COAs position. It was reported that all but 4 responded (of the

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18) and they all were in favor of Option 1. Sandy expressed reservations about Option 1 but said she would abstain rather than vote against it.

While the Board received BPS's revised contract terms that morning, we need time to review it before final approval. Matt made a motion that the BVA proceed with finalizing the BPS contract (Option 1). John C second. There was roll call with 6 in Favor, 2 Abstentions, 1 No. Motion carries.

Sandy proposed forming a Contract Oversight Committee to enforce the terms, ensure proper oversight of services and billing. A discussion ensued about membership and who should be chair. Further thought needs to be put into this and was tabled.

A discussion ensued about the difficulty of getting a new contract done. While there were many disputes along the way, a resolution was achieved. Bill proposed working with our outside counsel to come up with a better process for next time. Decision tabled.

b. Architectural Review Committee

Skip reported receiving two applications recently, including one for a propane tank in Clover's and another for window and siding replacement that required more information.

c. Treasurer's Report

Sandy provided an update on the Community Service Fund, reporting a balance of \$1,386.64 after donating \$4,750 to four charities, and BC suggested considering a donation to Trey Spencer, a long-time mountain running instructor whose car was recently burned. A motion was made by John M for a \$250 donation to his 'Go Fund Me' page. Sandy Second. All in favor, motion passes.

The Board discussed a budget proposal and dues increase with to cover the 23% increase in the BPS contract which starts May 1st. The Board has rolled the last budget back in October because of not knowing what the BPS Contract would be at that time. They agreed to target May 7th for a combined Board and membership meeting to approve the budget and ratify the annual dues increase from \$1,900 to \$2,120, with a June installment of \$1,170 to make up the difference. The proposed budget includes a \$2,500 pool leak diagnosis and potential \$3,500 skimmer replacement, along with \$10,000 for pool maintenance and \$500 for patio furniture, though the latter items were referred back to the clubhouse committee for review. Final Budget proposal will be made to the Board prior to the May 7th meeting.

2024 BVA Board

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Sandy reported that our CDs have grown to \$142K and our operating reserves were \$221K. Sandy reporting that delinquencies were reduced to under \$2,000 through direct outreach to members.

d. Capex Planning Committee

Bill reported no new issues and tabled further discussion.

e. Clubhouse Renovation Committee

John Collins provided an update which focused on interior layout changes including removing an interior wall, with new drawings being prepared for review and a development of a scope of work.

f. New Committees:

BVA Records / Archive - Bill will sit down with Athena Maikish to formulate a plan.

5. BPS – other work in progress / projects

a. Sap Bucket Drop off – Budget estimate

Pull in / drive thru – Dylan working to get scope correct.

Rough est \$7K for 40 f of culvert plus grading w gravel & Surepak

b. Replace storm drain culvert on E A Trail at Ridges / Clovers – spring – Hans Salo has been hired to complete this work.

c. Pool leaks – ongoing maintenance items including pool skimmer repairs (budgeted at \$6,000), and heater service scheduled for April 24th to address CO issue.

d. Stain /coat playground and install wood chip area underneath – The group discussed playground safety standards and maintenance requirements. John M reported on his research into Vermont League of Towns and Cities and Consumer Product Safety Commission playground standards, which recommend 9-12 inches of absorbent surface and a 6-foot safety perimeter around equipment. The Board agreed to get an estimate for staining and repairing the pirate ship (due to its pressure-treated wood) and installing engineered wood fiber mulch in a 6-foot perimeter around all equipment. John M will consult with Missy at Essex Insurance about appropriate signage requirements and check ASTM standards, while Dylan will measure the playground area and provide a cost estimate for the mulch installation. John M will work with Dylan for an estimate for the project.

e. Tennis shed rehab, tennis court fence replace / stabilize edges - The group also briefly touched on replacing the tennis shed, with BC mentioning a previous decision to purchase a pre fab from Home Depot's crew for installation. Also, Dylan will get a recommendation for fence replacement from NE Tennis Courts (current vendor) and an estimate for a new roller.

6. New Business

There was no new business

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7. Adjourn

Bill C motioned to adjourn, Collins second, all in favor

Meeting adjourned at 8:32

Respectfully Submitted by John Moriarty – Secretary - BVA

Next steps

- Skip (Architectural Committee): Wait for and review the sign application from Jason regarding the parking rule violation when received.
- Matt, Board: Review the latest draft of the BPS contract terms received from Bromley, ensure all details are finalized, and coordinate with legal as needed before final execution.
- John M, Bill, and Sandy: Schedule and organize a special Board and membership meeting (targeting May 7) to approve the new budget and dues increase, including preparing and distributing notices, agenda, and proxy forms to the membership.
- Sandy: Prepare and distribute the proposed budget to the Board for review prior to the special meeting.
- John M: Follow up with the insurance company and research playground safety standards (including signage requirements) and report back to the Liz, Board and Dylan.
- Dylan: Measure the playground area to determine the amount of mulch needed for 6-foot perimeter around all play equipment, and provide a cost estimate for mulch and staining the playground equipment.
- Dylan: Contact New England Tennis Courts (or current tennis vendor) to get recommendations and quotes for tennis court fence replacement and for purchasing a new court roller, and report findings to the Board.
- Sandy: Adjust the budget to include updated pool maintenance and playground safety costs as discussed.
- Sandy: Send delinquent member information to the attorney for collection if payment is not received.
- Bill/John M: Draft and distribute agenda and proxy forms for the upcoming special budget meeting.
- Dylan: Ensure pool heaters are serviced and pool is ready to open by May 15, and monitor skimmer repair progress.
- John C/Clubhouse Committee: Schedule and hold a meeting to review new interior layout drawings from Mooney and begin pricing for interior renovations.

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