

Bridlewood Community HOA – Meeting Minutes

Date: May 30, 2026

Location: Milton Library

Meeting Type: Transition Team / Community Meeting

1. Opening Remarks

Lynn Mozer opened the meeting by emphasizing respectful communication, community unity, and constructive dialogue. A brief moment of silence was observed before business began.

2. Transition Team Overview

- Team members introduced themselves and the streets where they live.
- They reiterated they are volunteers, not professionals, and asked for patience as they navigate the transition process.
- Finding qualified legal and transition support has been challenging.

3. Infrastructure Updates

- **Road paving:** Completed (subject to County confirmation)
- **Drainage ditches:** Work ongoing.
- **Retention pond:** Renovation completed; county requirements being verified.
- County oversight of roads and drainage appears active. Residents may ask county crews questions when appropriate.

4. Legal Counsel Search

- **Chad Toms:** No response yet.
- **Jason Atkins:** \$375/hr; appears focused on ongoing HOA operations rather than transitions.
- **Rick Berl:** Unavailable due to workload.
- **Dean Campbell:** Does not handle HOA transitions.
- Volunteers have offered to fund initial legal expenses pending community reimbursement consideration.

5. HOA Legal Status & Records

- HOA appears established around 2005–2006; additional corporate activity in 2023 requires legal review.
- Multiple versions of covenants may exist; authoritative version must be identified.
- Developer still owns 10 lots plus the recreational lot.
- Developer retains full HOA authority until all lots transfer and formal turnover occurs.

6. Turnover Process

Research indicates turnover typically includes:

1. Developer called meeting
2. Election of homeowner board
3. Developer resignation This process ensures continuity of records and liability protections.

7. Financial Issues

- Confusion exists regarding 2024 and 2025 dues due to inconsistent invoicing.
- Accurate financial records from the developer remain a priority.

8. Liability & Insurance

- Liability insurance for both the HOA and Board is strongly recommended.
- Example quotes from another community:
 - Board: ~\$5,500
 - HOA: ~\$1,200
- Insurance is considered essential once turnover occurs.

9. Proposed Board Structure

A **5 member board** was proposed with staggered 1 and 2 year terms:

- President
- Vice President
- Treasurer
- Communications Officer
- AtLarge Member
- Board members should expect significant time commitments and fiduciary responsibilities.

10. Pond Maintenance & Wildflower Project

- Options discussed: no maintenance, volunteer maintenance, contractor, or hybrid.
- Prior vendor quote: ~\$2,700/year for 2 years including county compliance.
- Wildflower planting led by Brian Ambrose; more plants expected midJune.
- Aeration discussed but vendor indicated limited benefit.

11. Communication Strategy

- Community is encouraged to provide email addresses to reduce paper costs.
- Website (bridlewoodmilton.com) will serve as a central communication hub.
- Future voting methods may include online and paper ballots, Zoom participation, and quarterly meetings.

12. Property Management Company Discussion

- Management companies offer services at ~\$10–\$14 per home per month.
- Benefits include dues collection, administrative support, and operational consistency.
- Board retains decisionmaking authority.
- Proposals will be gathered for community review.
- To avoid unnecessary charges, a proposal was made to route all complaints through the board president, though concerns were raised about overburdening the role.

13. Treasurer & Financial Management

- Even with a management company, the treasurer oversees budgeting and tax filings.
- HOA may be taxexempt except for interest earned on reserves.

14. Developer Records Request Letter

- Draft letter prepared requesting:
 - Bank statements
 - Budgets
 - Maintenance records
 - Financial audits
- Letter will be reviewed by legal counsel before sending.
- If records are not provided voluntarily, legal options may be considered with community input.

15. Infrastructure Turnover to County

- Research underway regarding transferring roads, pond, lighting, and common areas to the county.
- Potential tradeoffs include reduced control over snow removal and maintenance quality.

16. Construction Quality Concerns

- Several residents reported issues with electrical panels, septic systems, plumbing, and cabinetry.
- Some residents stopped paying dues due to disputes with the developer.
- Residents advised to communicate with the developer in writing to maintain documentation.
- These issues are separate from HOA governance.

17. Near Term Decisions Requiring Further Discussion

- **5member board structure** and election logistics
- **Complaint routing process** through board president
- **Whether to hire a property management company**
- **Pond maintenance**

18. Next Steps

1. **Peter:** Recontact attorney Chad Toms for a proposal.
2. **Peter:** Continue outreach to other attorneys.
3. **Jon D:** Share website link and build email distribution list.
4. **Team:** Review draft developer records request letter; finalize with attorney.
5. **Frank:** Research feasibility of transferring infrastructure to county.
6. **Matt & team:** Request proposals from at least two property management companies.
7. **Team:** Research voting methods balancing transparency and privacy.
8. **Jon D:** Add web form to community website for questions and suggestions.

This document and a more detailed version are available on bridlewoodmilton.com