

# Minutes of the Board of Trustees Meeting

July 20, 2021

Present: Board of Trustees: Jeff Garber, Steve Delaney, Marie Janiak,  
Alan Maravelias, David Mechanic. Barkan Management: Jay Miller, James Donnelly, Sarah Luscomb

## 1) Call to Order

Jeff Garber called the meeting to order at 6 p.m.

## 2) a) A moment of silence was observed to honor the passing of Kevin Kiley.

b) The board voted to appoint Steve Delaney to fill the vacant board seat until the next annual meeting in May 2022.

## 3) The board approved the May board meeting minutes.

## 4) Homeowner Requests

### a) The owner of 2 Bellingham Court presented pictures to the board depicting the lack of grass

in an area near his front walkway and the condition of the edges of the cul de sac on Bellingham Court. There was discussion of possibly replacing the grass area adjacent to his walkway with mulch or stone. It was decided that our landscape contractor will be consulted for ideas for this area which will be shared with the homeowner, and a plan for the edges of some of the cul de sacs.

### b) The owner of 6 Bellingham Court presented pictures and discussed the condition of the lawn

behind his unit including damage being done by the lawn mowers. There was discussion of the challenges to get grass to grow in that area due to the topography and erosion. Marie will discuss the mowing of the area and options for the lawn with our landscape contractor. Once the options are explored they will be shared with the homeowner.

c) The board discussed a request to have the association install a handrail along the steps between the driveway and front walkway in front of 87 and 89 Fuller Pond Road. It was noted that most similar configurations on the property have handrails. The board approved the request.

d) The owner of 70 Fuller Pond Road requested gutter guards be installed on his rear gutter due to overhead pine trees causing his gutters to clog. Jim will get pricing on gutter guards for board review at the next meeting

5) The board reviewed homeowner correspondence.

6) Jay Miller discussed the financials.

7) a) The board reviewed and signed a revised Verizon Marketing Agreement which provides for a one-time payment of \$7,080 from Verizon to the association. The association also has a similar agreement with Comcast.

b) The board discussed and approved a three-year fire and burglar alarm monitoring agreement with Instant Alarm in the amount of \$2,648 per month. The annual inspection for this year beginning in October will include programming the panels to provide fire monitoring and a new back up battery for each unit. This work is expected to take approximately one hour inside each unit.

c) The board reviewed and approved an edited contract in the amount of \$47,000 presented by Pavements, Inc. to replace the tennis court surface. Replacement of the posts and nets are estimated to be an additional \$2000 per court. It was decided that at least one of the courts will accommodate both tennis and pickle ball. The work will commence Tuesday July 27<sup>th</sup>.

#### 8) Landscape Update

a) Marie noted the shrubs are being pruned now. Shrubs that are flowering soon will not be pruned at this time. There will be some loaming and seeding done in the fall which Marie noted is the proper time to do this work.

#### 9) Maintenance supervisor report

Jim reviewed the status of various projects happening in the community. Some highlighted items are, a company will be onsite to perform crack filing on the roads sometime in August. The repair part for the indoor pool spa has been ordered and we are expecting it within a week or so. The painters have completed 2 buildings and will be back on site the week of July 26<sup>th</sup> to start the next building.

10) Adjournment – The meeting was adjourned at 7:30 p.m.