

Minutes of the Board of Trustees Meeting
April 2, 2019

Present: Board of Trustees: Jeff Garber, Marie Janiak, Rich MacDonald, Fred Nelson, Kevin Kiley. Barkan Management: Jay Miller, James Donnelly, Sarah Luscomb

- 1) Call to Order
Jeff called the meeting to order at 6:00 p.m.
- 2) Approval of Minutes
The board approved the minutes for the February Board of Trustees meeting.
- 3) Homeowner Comments /Requests
 - a) The owners of 7 Mills Point requested permission to replace their bedroom French Doors with a 83" x 39" Pella window. It was noted that all unit owners in the building were notified of this request prior to the meeting and none voiced opposition. The board discussed the fact that this particular window is harmonious in size and style to other windows on the property and it was also noted that the rear of this unit faces the woods. The board approved this request with the stipulation that the owner secure a building permit from the town.
 - b) The owner of 62 Fuller Pond Road requested that one of the guest parking spots in front of his unit be designated a handicap parking spot. There was discussion that this building is somewhat unique do to the fact that the some of the garages, including his are on the side of the building further away from the units than most. The board reiterated their policy that requests such like this are considered on a case by case basis. The board felt that this request was justified and as such approved the request.
- 4) Financial Report
 - a) Jay and the board reviewed and discussed the February financials. It was noted that we have spent more on snow removal year to date than we anticipated, the reason seems to be that although there wasn't an over abundance of snow there were multiple small storms, including some ice storms.
- 5) Unfinished Business
 - a) The board received 2 bids for a new keycard/security camera system for the clubhouse. This item was tabled due to the fact we are going to be renovating the indoor pool and will wait and do the two projects simultaneously.
 - b) Management updated the board that they will be getting pricing for new outdoor pool furniture.
- 6) New Business
 - a) There was discussion concerning the condition of the indoor pool area. Due to moisture, the ceiling has deteriorated. After preliminary examinations by 2 engineering companies, it was determined that the HVAC system can no longer properly control the humidity in the room. Due to the condition of the ceiling and

in the interest of safety it was decided by the board to temporarily close the pool as of Friday April 5th. The board will be having an engineering company draft a scope of work to be used in getting bids for the renovation.

b) The board discussed the change in the Town of Middleton bylaw that previously required lifeguards in outdoor pool's, such as ours. It was brought up that our lifeguards perform multiple tasks, such as vacuuming the pool, checking the pool chemicals, checking in residents and guests and reporting rule violations. It was decided that we will continue to have lifeguards whenever possible this year. Management was asked to explore all avenues to directly hire lifeguards for the season and a last resort, if none are available, to then contact with a lifeguard staffing company.

7) Landscape updates: Stefano's Landscape is back for another season and will start the spring clean-up this week. Marie stated that if anyone has special landscape requests that they give it to Sarah in the office as soon as possible.

8) The garden sign up will start on April 3, 2019. Marie stated that there should be enough plots for any residents that wants one. The garden prices are \$30 for a full 20' x 20' plot and \$15.00 for a half plot. Sign up sheets are available at the office or can be printed from the website.

10) Annual Meeting

This year's annual meeting will be Wednesday May 1st at 6:00 PM in the clubhouse. The first annual meeting notice has gone out and the annual meeting package, which includes the election ballots will be going out by May 22nd.

11) Work Order Report

The board reviewed the work orders called in since the last meeting.

12) Executive Session

13) Adjournment

The meeting was adjourned at 7:15 p.m.

The next regularly scheduled board meeting will be Thursday April 25th at 6 pm.