

## Minutes of the Board of Trustees Meeting

January 21, 2020

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

### 1) Call to Order

Jeff Garber called the meeting to order at 6:00 p.m.

### 2) Approval of Minutes

The board approved the minutes for the November 2019 Board of Trustees meeting.

### 3) Financial Report

a) The year end financials weren't available at the time of the meeting. It was noted that the utility bills were substantially less the past few months due to the indoor pool being closed, which hopefully will help us come in on budget for the year. The entire 2019 financials will be reviewed at the February meeting.

### 4) Unfinished Business – Indoor Pool

a) Jeff Garber gave an update on the indoor pool project. Due to moving the HVAC equipment from the front of the clubhouse to the side there is some site work to accommodate the placement of the equipment which should be undertaken the week of January 27<sup>th</sup>. Once the area is prepared the rest of the HVAC equipment will be delivered and installed. As soon as that is completed the rest of the work will be done which mainly consists of painting the walls, ceiling and HVAC ducts and refinishing the pool deck. Exterior lanterns have been ordered for the exterior wall that faces out to the outdoor pool area. 6 smaller identical lanterns have also been ordered to replace the three outside the clubhouse main floor deck and three to replace the ones under the deck.

## 5) New Business

### a) Clubhouse renovations.

Jim provided samples of the preferred flooring product for the clubhouse main floor which he obtained from the Flooring Source. The estimate for the cost of materials and labor for this product is \$8512.00. Jim also obtained pricing from Floors and Décor for various similar products which resulted in similar pricing. There was discussion about the possibility of the wood ceiling being also replaced as part of the project, as this could affect the floor color choice. After discussion it was decided that replacing the kitchen was more of a priority than the ceiling and the ceiling will remain as is. It was decided the floor will be replaced with a similar color to the present floor which seems to compliment the ceiling. The new floor will extend into the kitchen replacing the current kitchen tile floor. The board approved the Flooring Sources bid for the floor. Jim will measure and price out new kitchen cabinets which can be installed by him. Options for replacement of the three large hanging lights in the clubhouse main floor will also be explored. Jim will paint the walls on the two main floors including the kitchen over the winter.

### b) Dog excrement bags.

The board discussed the issue of people not picking up after their dogs and of dog excrement bags being left on common property such as in front of garages. People caught violating either rule will be sent a warning with further violations resulting in fines.

### c) Lighting at entrance of Fuller Pond Village.

The board approved repairing the lighting illuminating the center island plantings at the entrance to Fuller Pond Village. The cost to repair this is \$350.00 which includes replacing the transformer.

### d) Concealing view of HVAC vent for indoor pool.

The board discussed options to conceal the view of the HVAC vent which is inside the indoor pool room visible looking inside the clubhouse through the front window. It was decided to revisit this after the vent is painted which may in itself cure the issue.

### e) Clubhouse security camera system

The clubhouse camera surveillance system is up and running 24/7. The images which are shown on a monitor in the office and which are saved in the system are extremely clear. The cameras are monitoring the entire clubhouse main floor including

the entrance, the stairs to the lower level, the lower level hallway, and the outdoor pool area. The indoor pool area will also be monitored at the completion of the project.

f) Work Orders.

The board reviewed the work orders for the past month.

6) Executive Session

7) Adjournment

The meeting was adjourned at 7:30 p.m.