

## Minutes of the Board of Trustees Meeting

February 11, 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

Jay Miller called the meeting to order at 6:10 p.m.

### 2) Approval of Minutes

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

### 3) Homeowner Requests

a) The board approved a request from a Mills Point resident to install a vent protruding from the rear of the building.

b) A Fox Run resident requested caulking be applied behind a gutter and an apron installed due to water running behind the gutter staining the building. It was decided Jim would try the caulking first.

### 4) Financial Report

a) Jay Miller reviewed the year end December 2019 financials. Jay report that we ended the year over budget by \$33,000.00. It was noted that the biggest variances were snow coming in over budget and utilities coming in under budget due to the indoor pool being closed. It was noted the roof loan has been paid in full as of December 2019. There was an analysis of the projected reserve contributions and preliminary expenses for 2020.

### 5) Unfinished Business – Indoor Pool

a) Jeff Garber gave an update on the indoor pool project. The final components for the HVAC are being delivered this week and being immediately installed. The repair and refinishing of the pool deck will complete the project. Although there have been delays in the project due to availability of the specialized HVAC equipment it was noted that the contractor is doing quality work and following the specs.

b) Screening of the outdoor HVAC equipment on the side of the clubhouse was discussed. It was decided to wait until it was all installed to make a final determination but the consensus seems to be a fence matching the pool fence with some small planting's in front of it.

c) There was discussion of tables and chairs for the indoor pool. Marie offered to research and will get pricing. The possibility of Jim building an attached bench along the wall was also discussed.

#### 6) Clubhouse

a) Jim is almost finished painting the interior of the clubhouse.

b) The board approved a quote from North East Kitchens for new white kitchen cabinets in the amount of \$4,365.00. The cabinets will be installed by Jim with a helper. There will be separate quotes coming for the countertops.

#### 7) New Business

a) The board approved a quote from H.D. Painting, Inc. in the amount of \$70,400.00 for this year's paint cycle. The painting to be completed in 2020 is: 2-10 Bellingham, 12-20 Bellingham Court, 1-7 Bellingham Court, 1-7 Meetinghouse Square, 12-20 Mills Point and 2-10 Mills Point. H.D. Painting, Inc will clean the gutters in all buildings as a separate project mid-May and will start the paint cycle once the gutter cleaning is completed.

b) The board discussed that the main electric panel for the clubhouse has shifted causing the lines to stretch. Jeff met with the electrician, town electrical inspector and Middleton Light to inspect. The cost to repair will be approximately \$3,500.00. The board approved the expense to repair the panel.

8) Jeff and Jim reported that they had met with Dan Cerqueira, the indoor pool contractor, in regards to repairing the outdoor pool deck. The area in between the outdoor pool gate and side clubhouse door, which has been patched many times, has

greatly deteriorated. Dan will forward a proposal. (Subsequent to the meeting Dan submitted a proposal to remove and replace 150 square feet of concrete, reseal the expansion joints on the entire deck with Polyurethane, and power wash and seal the entire deck in the amount of \$10,200.00. This quote was approved by the board).

9) Work Orders

The board reviewed the work orders for the past month.

10) Executive Session

11) Adjournment

The meeting was adjourned at 8:00 p.m.