

Minutes of the Board of Trustees Meeting

May 26, 2021

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

1) Call to Order

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

2) Homeowner Requests

a) The board discussed the request of the resident of 9 Fox Run to repair some rotted wood on his unit due to some water getting in. Jim and Jeff Garber will meet with the resident to evaluate the situation. Jim and his helper will then do any necessary repairs.

3) New Business

a) The board discussed the spring gutter cleaning. The board voted to clean gutters this summer on an "as needed" basis since they were done much later in the fall last year than usual.

b) The board briefly discussed the Reserve Study. Kevin suggested the reserve study should be discussed more in detail during the 2022 budget meeting.

c) The board discussed continuing the pool signups. There will be no signups for the fitness center or outdoor pool. The indoor pool signups will continue but will be revisited at next month's meeting.

d) The board discussed the fire alarm monitoring due to the fact that our equipment used for the capability for our fire alarms to ring at the Middleton 911 center is becoming obsolete. L.W. Bills Company quoted \$192,039 for a new receiver which would function similarly to what we presently have. Instant Alarm submitted a quote for a monitoring system which would work similarly to how the burglar alarms are currently monitored. When an alarm was to be activated the system would call Instant Alarms call center from the unit landline and the call center would in turn immediately call the town 911 center. The quote included a onetime set up charge of \$50.00 per unit for a total of \$8850. Going forward the proposal also includes a monitoring fee of \$2.00 per month per unit paid by the association totaling \$354.00 per month. The board approved the Instant Alarm quote.

e) The board discussed the 2021 masonry bid. The bid came in at \$49,150, which is a little higher than last year per set of steps due to the costs of materials and labor going up. The board approved the quote.

f) The board approved a quote from T.K. Asphalt in the amount of \$6,300 to apply filler in the cracks in the asphalt.

g) The board approved a bid of \$1,581 for a system to monitor the indoor pool HVAC system in case of failure. Once installed Instant Alarm will monitor it with no additional monitoring charge.

h) The board approved a quote from D L Landscape in the amount of \$10,500 to remove and replace a rock wall on Bellingham Court with a start date of June 9th.

i) The board reviewed a proposal in the amount of \$47,000 from Pavements Inc. to replace the tennis court surface. The proposal includes grinding the current surface, installing a layer of tennis court asphalt and then a coating of tennis court paint and striping to be installed by a subcontractor. The proposal does not include installing new nets which will also be necessary. There are currently two courts side by side. The board discussed setting one side up for tennis play and the other for pickleball play as many residents have requested this. The discussion will be continued at the next board meeting.

4) Old Business

a) The board reviewed the final version of Verizon Fios marketing agreement.

Kevin suggested having one part changed before signing to state we are not exclusively signing with Verizon. Sarah will send it back to them for revision.

5) Financial Report

a) The board reviewed the April financials.

6) Landscape Update

Marie noted how well ProScape Landscaping is doing. The mowing is being done on Wednesdays. ProScape asked to bring a street sweeper this week to pick up dust and pine needles. This would be done free of charge. The board approved this to be done.

7) Work Orders

The board reviewed the work orders for the past month.

8) Executive Session

9) Adjournment – The meeting was adjourned at 8:20 p.m.