

Minutes of the Board of Trustees Meeting

February 10, 2022

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

1) Call to Order

Jeff Garber called the meeting to order at 4:00 p.m.

2) The board reviewed and discussed the Reserve Study with Michael Callahan & Associates which was completed in May 2021. Michael explained the process of accessing the life expectancy of the components of the common area of the property.

3) The board approved the minutes from the December 2021 board meeting.

4) The board discussed some requests for new clubhouse amenities, such as purchasing furniture for a sitting area in the clubhouse main floor and deck furniture. The board approved purchasing 2 round tables with umbrellas with 4 chairs each for the clubhouse deck and also screens for the clubhouse sliders. The board also approved purchasing indoor / outdoor furniture to be used on the deck during the summer months and in the clubhouse during the winter months. The board asked that any resident that would like to submit ideas for this type of furniture do so by sending suggestions to Sarah in the office.

5) The board reviewed the December 2021 year end financials; operations were under budget by \$17,836.00 for 2021 mostly due to lower than budgeted snow removal expenses. The board voted to transfer the \$17,836.00 surplus to the segregated snow savings account, which currently has balance of \$26,100, on May 1st to be used for future snow removal.

6) a) The board discussed and approved a two-year renewal contract for Martinage Engineering to maintain the Waste Water Treatment Plant.

b) The board voted to continue to hire outdoor pool monitors for the coming pool season. Sarah will contact the monitors from last year to start the hiring process.

c) The board discussed implementing regulations for daytime contractor parking. It was noted that due to the age of our community there are more major renovations occurring which result in more contractors being on the property for longer time periods. Going forward, when the association gives approval for the town to issue any building permits on the property, Sarah will meet with the unit owner to discuss a contractor parking plan.

7) Mid-season snow removal update.

a) The snow removal contractor has asked that residents be reminded to move their cars from guest parking or driveways when the snow removal process is finishing up at the end of storms. The importance of this was noted due to the fact that the snow removal contractor does not come back for a subsequent clean up once he is done. A notice will go out during the next storm to remind residents to move their cars out of their driveways and guest parking so the plow company can do a complete job. There was also discussion of the year-round rule in place that cars in guest parking spots not actively being used as evidenced by not being moved during a 48-hour period are a violation. The board asked management to start enforcing this rule.

8) Maintenance Supervisor Report and Work Order Review

a) Jim updated the board on work in progress at Fuller Pond. Jim noted there were some bulkhead leak issues which will need further investigation.

9) The meeting was adjourned at 6:20 PM.