

## Minutes of the Board of Trustees Meeting

June 2, 2022

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

### 1) Call to Order

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

### 2) The board approved the May meeting minutes.

### 3) Financial Report

a) The board reviewed the May financials.

b) The owner of 2 Bellingham Court commented on the reserve study which was completed in May 2021.

### 4) New Business

a) The board discussed options for residents to paint or stain their decks at their own expense. There was a lengthy discussion on whether to allow clear stain or colors other than grey to be used which may hinder the harmonious look of the community, especially on the non-walkout lower decks. The board decided to table the issue until more research can be done at which time specifications and an approval process will be drafted.

b) The board reviewed options for residents to put stone coverage down to extend

their patio's completely under their decks or sunrooms. The process for approval will be that a unit owner must fill out an Exterior Modification form, to be submitted to the office for approval, with a detailed description and drawing of their request. Plans must show a membrane under the stone for weed prevention and the stone area may not extend further into the common area than under the deck or patio area.

c) The board discussed installing 10' netting in between the tennis and pickle ball courts to prevent errant balls interrupting play. David Mechanic will look to see if there are options to purchase nets shorter than 10' for approval at the July meeting.

e) The board reviewed a request that the association purchase a Keurig coffee maker for the clubhouse. The board denied the request and noted that there is currently a five-cup coffee maker at the clubhouse.

f) The board voted to reduce the June 2022 reserve contribution by \$8,000 from \$22,775.00 to \$14,775.00 in order to fund the maintenance summer helper which was not contemplated when the 2022 operating budget was drafted.

#### 5) Unfinished Business

a) The board discussed the procedure for handling owners' requests to install plantings on common areas around their units at their own expense. There was a lengthy discussion on who would take over maintenance of the planted area if the installing owner were to move. In light of the fact that maintenance of these areas will likely be taken on by the association when the unit changes hands, the board agreed that the association has to be mindful of what they approve. The board will review all requests and prefer that plants are ones chosen from a list of suggested plants available from the office.

b) The board discussed the merits of adopting a plan to install gutter guards on additional buildings. It was decided that the discussion will be continued at a future meeting.

#### 6) Maintenance Supervisor Report and Work Order Review

a) The painters are currently working on the second building in this year's six building paint cycle. Jim and his helper are preparing the third building for paint by replacing rotted wood.

b) Jim suggested getting a dumpster delivered for a day to clean out the clubhouse attic of unneeded documents and obsolete materials.

c) Jim brought up the need to replace the blue tiles at the upper edge outdoor pool. This would be a project to be performed at the end of the pool season prior to covering the pool. Jim will contact Triad to get a quote for this project.

d) Jim discussed issues with the indoor pool humidity alarm sensor. Jay is going to contact David Wescott at Instant Alarm to see what other options are available.

e) Jim provided a list of garage door seals that need to be replaced and a list of entry doors that have issues with rusty nails.

f) Jim's stated that his summer helper Ryan, who has been doing small projects around the property, is working out very well.

#### 7) Landscape Update

a) Marie noted the lawns will be mowed every Wednesday. Flowers will

be planted next week. An arborist will evaluate various trees in order to provide the association with removal recommendations. His charge will be to determine if any of them are severely diseased or dangerous. Huston Tree Service was here last month for some tree pruning and removal. He will be back later in the season to continue the process. Stump grinding will be done once pruning and cutting is completed. Pruning of the shrubs by Proscape Landscaping will be done at the end of June.

8) Executive Session

9) Adjournment – The meeting was adjourned at 7:55 p.m.