

## Minutes of the Board of Trustees Meeting

August 10, 2022

Present: Board of Trustees: Jeff Garber, Steve Delaney, Marie Janiak, Alan Maravelias,

David Mechanic (via telephone) Barkan Management: Jay Miller, Sarah Luscomb

### 1. Call to Order

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

### 2. The Board approved the July minutes.

3. Jeff Garber discussed a Zoning Board of Appeals public hearing taking place on August 25 for a special permit application for a proposed carpentry shop at 161 South Main Street. Fuller Pond Village is an abutter to this property. The trustees will consider sending a letter to the Zoning Board of Appeals prior to the hearing stating any concerns or conditions the association would like to see on the special permit if granted.

### 4. Residents Request.

### 5. Financial Discussion

Jay explained that although the balance in the general reserve account is in excess of \$400,000, the operating account is running very low. He stated that if all outstanding operating invoices were to be paid immediately, the operating account would be in deficit. Jay explained the reasons for this. He stated that many of the association's expenses, such as snow removal, Insurance, and painting, come due early in the year but condominium fees are collected equally each month. Also contributing to the operating deficit is that snow removal year-to-date is over by \$44,725 and the painting contractor has finished the 6 buildings in this year's paint cycle earlier than anticipated. The Board voted to transfer \$25,000 from the snow reserve account to the operating account. The Board also voted to withhold the August reserve contribution for now with the intention of making the August contribution later in the year.

6. New Business

7. Maintenance Supervisor Report and Work Order Review

8. Landscape Update

- a. Marie stated that the Wednesday weekly mowing is currently a week-by-week decision due to the lack of rain. The landscapers did not mow this week but performed a large clean up on the property and around the pool. Ryan has been hand watering the flowers at the front of the property several mornings a week. Marie encourages residents to water the shrubs in front of their units. She recommends watering at the bottom of the plant not on the leaves. Some trees have been removed that were dangerous or rotted. Chris Huston is coming back to grind the stumps in front of buildings so that the areas can be seeded this fall.
- a. A Bellingham Court owner requested that the association allow the installation of Sun Setter retractable awnings over decks. After lengthy discussion the requestor offered to reach out to the Sun Setter sales representative and ask that they attend the next regular Board meeting on September 21 to answer questions Board members may have.
- a. The Board reviewed a bid in the amount of \$4,425 from T & K Asphalt Services for crack filling on the roadways. There was discussion regarding the quality of the crack sealing done by T&K last year. The Board asked Jay Miller to reach out to other companies for bids.
- b. The Board voted and approved renewal of a 3-year contract with Reliable Roofing for snow removal. The contract calls for a 5% increase in year 1 with no further increases in years 2 and 3.

1. Unfinished Business

- a. The Board reviewed quotes for replacing the clubhouse roof. Boston Roofing submitted a quote in the amount of \$61,875 which included new gutters. US Roofing submitted a quote in the amount of \$44,796 not including new gutters. There was a discussion about the need for new gutters with the consensus they may not be necessary. Neither quote includes rebuilding the chimney which is also necessary. The Board decided to wait for quotes for the chimney work prior to awarding the roof replacement contract.
- a. The Board discussed wall hangings for the clubhouse. The Board reviewed photos submitted by residents of Fuller Pond Village and also photos of scenes in other areas of town. It was decided to print out a selection of the photos to be placed on a display so that selections can be made with resident input. The costs of enlarging and framing the photos will also be gathered.
- i. The Board discussed painting underneath decks in walkout units. There was a discussion that there are no extra funds in this year's operating budget to contract this work this year. The Board will have a discussion of the possibility to put this expense in the painting budget for 2023. In the meantime, the Board stated that if any resident would like to paint the underneath of their decks at their own expense, in the approved color, they may do so but must contact the office first. The

office will then advise them on the correct paint if they are doing the work themselves or assist them on getting a quote from the association's painting contractor to do the work.

- a. Jim was unable to attend the meeting but sent the Board a written update. The painters have completed painting the buildings in this year's paint cycle. The mason has completed the front stair repairs and is currently working on concrete sidewalk repairs. Jim's helper, Ryan, has scraped and primed all the lamp posts and will start painting them. Once this is completed Jim and Ryan will re- paint the white stripe on the edge of the walkway steps that have them.

10) Executive Session

11) Adjournment – The meeting was adjourned at 8:00 p.m.