

Summerfield at Taft Hill (SATH) Condominium Trust

Board of Trustees (BOT)

Minutes of Meeting (MoMs)

February 16, 2017

Board members present: Bob Contursi, Lavonne Seifert, Marsha Bourgeois, Vicki Small, and Randy Fields. In addition, Mike Burnat, Chairman of the Grounds Committee was present.

The Board of Trustees monthly meeting was called to order by Bob Contursi at 2:05 pm on February 16, 2017.

1. Ratification of January 19, 2017 Minutes of Meeting

Marsha moved, Vicki seconded and the Board unanimously voted to ratify the January 19, 2017 MoMs.

2. Open Forum for Resident Issues

No resident issues.

3. Financial Report

- a. All financial reports as of January 3, 2017, have been given to the BOT.
- b. Vendor invoices for January have been processed and paid in January and February.
- c. Checking and Money Market accounts have been reconciled.
- d. CD that matured January 3, 2017 was increased by working capital overage and 12/9/16 CD that was closed. This CD is now \$140,149.09 bringing reserves to \$398,332.00
- e. The Board reviewed and accepted the monthly financials.

4. Grounds Report

Mike Burnat reported that we have had 41” of snow this year, which pushes our contract into the 40-60” snow removal level. During the recent storm, Dowding had some equipment failures that slowed removal of the snow from the roads and driveways.

In the previous storm, two cars were parked on Andrews Drive hampering snow removal from the roadway.

PLEASE DO NOT PARK IN THE STREET DURING A SNOW EVENT!!

There continues to be an issue with trash blowing in the neighborhood on windy days.

PLEASE SECURE YOUR TRASH TO KEEP OUR NEIGHBORHOOD CLEAN!!

The irrigation contract was approved. The BOT thanks Mike Burnat for his diligence in securing the contracts and following up with the maintenance services for our beautiful neighborhood.

The owners of 74THL paid to have a rotted tree removed from the back of their unit (after getting approval from the BOT). The BOT decided this should have been the responsibility of SATH, so Marsha moved, Vicki seconded, and the Board unanimously approved reimbursing the owners.

The asphalt around two gas valves in the sidewalk near the “Summerfield” sign at the West entrance is sinking. Bob moved, Marsha seconded and the board voted unanimously to paint the valves bright yellow to alert walkers. While there appears to be little danger now, this will be watched by the Grounds Committee for future developments.

Bob moved, Marsha seconded and by a vote of 4 to 0 with 1 abstention, Randy was added to the Grounds Committee.

5. Old Business

- a. Bob contacted Attorney Lane about the ramifications of the Forest Glen development which will be built on the right-hand side as you exit THL on the East side. This is a 44-unit condo complex that will have an entrance/exit road on lower THL. Our concerns are relative to easements that are part of this development and the implications they may have on our community. There is no activity now, but Attorney Lane will watch for any change.
- b. Attorney Lane is preparing the paperwork to have the Town of Uxbridge assume responsibility for the SATH infrastructure (water and sewer, and drainage systems). This should be on the agenda as a Warrant for the next Town meeting, scheduled for May 9, 2017. We will need a high turn-out for this meeting!**
- c. Vicki obtained three quotations for Gypsy Moth control. Lavonne moved, Vicki seconded and the Board voted 4 to 1 to allocate \$15,000 for control of the moths within SATH. The Grounds Committee will follow up on the quotations to select a vendor. Information will be supplied to residents regarding how we can all help this effort.
- d. Randy met with Larry Lench, Uxbridge Building Inspector, to discuss ADA requirements for our Mailroom. Larry provided documentation of the requirements and stated that he believes we are in compliance. While this

investigation was underway, the screws holding the door closer to the door failed with the closer banging against the glass in the door. The Board voted via email to pay Blackstone Valley Lock & Safe of Uxbridge \$125 to repair the closer. Luke Brotherton of Blackstone Valley Lock & Safe stated that he thought we were in compliance with ADA guidelines. Randy will talk with Luke about other closers that might be better suited to our community.

- e. There was a discussion of late payment fees and enforcement, but no action was taken.

6. New Business

- a. Randy proposed putting our important records on the cloud, because there have been incidents where work was repeated or records could not be located to support decisions. Randy will talk with Bill Freer to determine if the website is an appropriate place for this storage. Vicki has many of the meeting minutes on a thumb drive. Marsha and Vicki will review old financial files to determine what needs to be saved and Randy will be responsible for the work requests.
- b. Marsha moved, Vicki seconded and the Board voted unanimously to approve rewrites of some sections of the Declaration of Trust and By-Laws regarding the date of the annual meeting, definition of quorum, and approval process for changing the Declaration of Trust and By-Laws. This will require approval of the residents to become effective. Since we do not have a meeting scheduled until December, the Board plans to use email and the USPS mail for the voting. Copies of the rewrites will be sent under separate cover with the ballots.

7. Set Date for Next Meeting

The next BOT monthly meeting is scheduled for 1 pm on March 16 at 49 Summerfield Dr.

8. Adjournment

Vicki moved, Marsha seconded and the Board voted unanimously to adjourn at 5:07 pm.