



at Taft Hill
1 Summerfield Drive Uxbridge, MA 01569

**Summerfield at Taft Hill (SATH) Condominium Trust
Board of Trustees (BOT)
Minutes of Meeting (MoMs)
December 17, 2020**

Board members on the videoconference: Paul Balutis, Marsha Bourgeois, Randy Fields, Cecile Gaigals, and Pat Stephan. Bill Freer, Chairman of the Grounds Committee, and Bob Howard, Chairman of the Strategic Planning Committee were present. Residents Greg L'Hommedieu, Charlene and Tony Lombardo were also on the videoconference.

The Board of Trustees monthly meeting was called to order by Pat at 1:00 pm on December 17, 2020.

1. Review of BOT Actions since November meeting:

- a. Notices were sent to Residents about Town meetings.
- b. According to the contract, Carlino was given a bonus because of the excellent service resulting in a low number of complaints for landscaping/mowing.
- c. The Trustees voted unanimously to award a 3-year contract to Carlino for landscaping/mowing.

2. Open Forum for Resident Issues: None.

3. Financial Report

- a. All financial reports as of November 2020 have been given to the BOT.
- b. Vendor invoices for November have been processed and paid in November and December.
- c. Checking and Money Market accounts have been reconciled.
- d. After all interest for November has been recorded, our total Reserves are \$620,842.34.
- e. The CD that came due for renewal on December 5 for \$119,000 was renewed for 7 months.
- f. The Board reviewed and unanimously accepted the monthly financials.
- g. Approximately \$30,000 has been spent on attorney fees to oppose the gas station project.
- h. Our attorney and accountant said that we can accept donations from neighbors to help fund legal fees without paying taxes on the donations. This will be explored in the new year.
- i. Cash Flow analyses for Operating Expenses and Reserves were examined and funds could be shifted from Operating Cash to Reserves by the end of the year depending on cash balances remaining at the end of 2020. In mid-2020, funds originally budgeted for Reserves for the second half of 2020 were redirected to legal expenses.

4. Grounds Report

- a. Work on the catch basins and sewer/drain manhole covers has been completed. A total of 47 single catch basin covers/frames and 5 double catch basin covers/frames and 28 sewer/drain manhole covers/frames were repaired/replaced. The cost of the completed work was \$50,000 from the Reserves.
- b. The streetlight at the corner of THL and Summerfield Drive was replaced.
- c. A winter weather notice from Bill Freer, Chairman of Grounds Committee, was sent to Residents and will be posted on our website.
- d. Fall Clean-up was completed, and members of the Grounds Committee accompanied Tony Carlino inspecting for damage from the mowing operation. Repairs have already been completed on some units. **PLEASE INSPECT YOUR UNIT FOR DAMAGE AND REPORT IT TO BILL FREER BEFORE YEAR END.**
- e. The detention ponds will be inspected for any new growth next fall.

5. Strategic Planning Committee

- a. Bob Howard reviewed the Capital Budget for next year, including proposed expenses for fencing at the bridge area between 80 and 108 THL, paving the gravel parking lot on THL where the snow removal equipment is parked, and an irrigation pump. With these expenses and the proposed additions to the Reserves, they will be funded at 88% at the end of 2021.
- b. Bill Freer is contacting potential contractors to develop a contingency plan for emergency repairs on water or sewer lines if they break.
- c. The Committee reorganized the Becht Deficiency Report and divided the items into 4 categories: 1) Correction needed, 2) Annual October Inspection, 3) Inspection every third year, and 4) Completed. Twelve of 30 items on the list were corrected, 8 need correction, 7 should be inspected annually, and 3 should be inspected every 3 years.
- d. The next meeting will be in March 2021

6. Old Business

- a. Appeals of the Planning Board and Zoning Board of Appeals Decisions to allow the gas station at 502 Douglas Street were filed, but our attorney told us not to expect a quick court decision, because the waiting list for a court date is 3-4 years.
- b. Work has begun at 515 Douglas Street on the Amazon Sortation station in the area of the driveway entrance. Silt containment socks have been anchored in place and lots of gravel have been deposited in the staging area on the property.
- c. **PLEASE WEAR A FACE MASK WHEN ENTERING THE MAIL BUILDING! PLEASE DO NOT ENTER WHEN ANYONE ELSE (ESPECIALLY THE MAIL PERSON) IS IN THE BUILDING, AS WE ARE REQUESTING SOCIAL DISTANCING. THE WINDOWS WERE OPEN FOR THE SUMMER, BUT DURING WINTER, THE WINDOWS WILL BE CLOSED SO THE MAIL BUILDING BECOMES AN ENCLOSED AREA.**

7. New Business

- a. Depending on the rules in Massachusetts for controlling the pandemic, we hope to have an in-person meeting of all Residents next April.
- b. Measures to control speeding were discussed and will be reviewed in the Spring. Hopefully, we can have a meeting to discuss options. **WARNING: TRUSTEES WILL BE TAKING**

NAMES AND LICENSE PLATE NUMBERS OF THOSE WHO ARE SPEEDING IN OUR NEIGHBORHOOD!

- c. The Trustees voted unanimously to purchase a salt spreader to be stored in the Mail Building and used by the Grounds Committee to spread salt onto the Mail Building parking lot when there is ice.
 - d. This is the last year for our 3-year contract with our current snow removal contractor and Bill Freer will be sending a Request for Proposals to at least 3 contractors for next year's contract. He will include an option to treat driveways when there are icy conditions.
 - e. **IF YOU ARE WILLING AND ABLE TO HELP NEIGHBORS, WHO HAVE CRITICAL MEDICAL APPOINTMENTS OR WHO HAVE HEALTH AIDES ATTENDING THEM, TO CLEAR THEIR DRIVEWAY IN AN EMERGENCY SITUATION, PLEASE NOTIFY THE TRUSTEES AT THEIR EMAIL ADDRESS (SummerfieldBOT@gmail.com). If you need this type of help, please contact Bill Freer.**
 - f. THANK YOU to all Residents who braved the frigid weather to attend the Uxbridge Town meeting to stop the zoning change to allow 60-foot-tall buildings that could be built adjacent to our property.
 - g. We plan to ask the Town to rezone the part of our development that is Agricultural to Residential and the Business districts along Douglas Street to Residential at a future Town meeting.
 - h. Cecile continues to pursue solutions with the Post Office for getting our mail into the correct mailboxes.
- 8. Resident Work Requests** – No work requests were received in the past month.
- 9. Date for Next Meeting** - The next BOT monthly meeting (videoconference) is scheduled for January 19 at 1 pm. Information about how to join the videoconference will be sent just prior to the meeting.
- 10. Adjournment** - The Board voted unanimously to adjourn at 2:50 pm. Executive session started at 2:53 pm and ended at 3:53 pm.