

# Summerfield at Taft Hill (SATH) Condominium Trust

## Board of Trustees (BOT)

### Minutes of Meeting (MoMs)

April 24, 2020

Board members on the videoconference: Marsha Bourgeois, Paul Balutis, Cecile Gaigals, Randy Fields, and Pat Stephan. Bill Freer, Chairman of the Grounds Committee, and Vicki Small, Chairwoman of the Beautification Committee, were present.

The Board of Trustees monthly meeting was called to order by Marsha at 1:02 pm on April 24, 2020.

#### 1. Review of BOT Actions in March-April

- a. The BOT voted to forward the message about COVID19 resources from Kristin Black, Uxbridge Health Director, to every Resident.

#### 2. Open Forum for Resident Issues:

- a. Some signs have appeared in our community violating our Rule 10 and Bylaws 16 and 25. While the Trustees understand the sentiment, we ask that the Residents who installed the signs remove them by May 1 or the Trustees can remove them for you on that date.

#### 3. Financial Report

- a. All financial reports as of March 2020 have been given to the BOT.
- b. Vendor invoices for March have been processed and paid in March and April.
- c. Checking and Money Market accounts have been reconciled.
- d. After all interest for March has been recorded, our total reserves are \$614,199.59.
- e. The Board reviewed and unanimously accepted the monthly financials.

#### 4. Grounds Report

- a. Since the Uxbridge Compost Center is closed, the BOT approved a location for temporary storage of weeds and brush collected by the Beautification and Grounds Committees. When the Compost Center reopens, this material will be moved there. This is not an area for storage of materials by Residents.
- b. Bill Freer repaired the speed limit sign on Taft Hill Lane near Forest Glen.
- c. The BOT approved a Grounds Committee recommendation to increase the payment for mulch by \$5000. These funds will come from the snow budget given the lower snow removal costs this year.
- d. The BOT approved a budgeted contract for cleaning the 3 detention ponds. Bill has contacted Uxbridge Conservation about lawn clippings deposited into one of our detention ponds by a non-SATH neighbor.

- e. Bill Freer reviewed the progress in identifying a new company to do the maintenance on our fire hydrants at a savings of \$100 per hydrant compared to the previous company.
- f. A new contract for repairing some or all of our 52 catch basins (storm drains) was approved.
- g. Waste Management is having some difficulties due to the COVID-19 and Bill is registering our complaints with them.
- h. Bill will be supervising a group of volunteers who will trim the plants that are encroaching from the woods behind our units. If you are interested in joining this group, please let him know. For any tasks considered too large for this group, Bill will get quotes.
- i. Cecile Gaigals and Paul Balutis will investigate ways of blocking the gap between our guardrail and the Uxbridge guardrail at the West entrance of Taft Hill Lane.

#### **5. Beautification Committee**

- a. Vicki reported that the Beautification Committee will be requesting quotes for several projects including:
  - i. Trimming trees at the Mail Building
  - ii. Trimming trees between Taft Hill Lane and Nicki Way
  - iii. Replacing decorative trees at 61 THL, 56 THL, 48 THL and 44 AD (if needed). Several other trees are under evaluation.
- b. Grass will be removed from Common Elements near 47 THL, 45 SD, and 10 NW.

#### **6. Old Business**

- a. Welcome Bob Howard to the Strategic Planning Committee! This group is working our 5-10-year plan defining how we will maintain/replace our infrastructure.
- b. Based on the experience of the BOT with the videoconference software, the plan is to open the next BOT meeting to all Residents.
- c. Pat Stephan will be the new liaison with Forest Glen.
- d. **WE NEED YOUR HELP! TO PREVENT CONSTRUCTION VEHICLES BOUND FOR FOREST GLEN FROM USING TAFT HILL LANE WEST, PLEASE NOTE THE COMPANY NAME (AND PHONE NUMBER, IF POSSIBLE) OF ANY CONSTRUCTION VEHICLE HEADING FOR FOREST GLEN AND SEND THE INFORMATION TO CECILE GAIGALS. She will contact the company to have the trucks rerouted.**
- e. Randy will order larger signs for both sides of the West entrance to direct construction vehicles to Forest Glen through the East Taft Hill Lane entrance.
- f. **BEWARE!** The speed bumps have reappeared and will be moved at random through the neighborhood again this year. Travel at high speed at risk to your vehicle!

#### **7. New Business**

- a. **The Activities Committee will take responsibility for our Annual Garage Sale and will be providing more information in the near future.**

- b. Pat will provide the BOT with a plan for gathering input from Residents regarding a flagpole in our development, likely using Survey Monkey.
- c. The chickens are coming, the chickens are coming! Everyone should have received a letter about a zoning change to allow up to 5 chickens in a coop across Douglas Street about halfway between our entrances. A copy of the letter detailing how to voice your opinion to this change to the Zoning Board of Appeals will be posted in the Mail Building.
- d. New officers are

Chair	Pat Stephan
Vice Chair	Marsha Bourgeois
Treasurer	Paul Balutis
Secretary	Randy Fields
Member-at-large	Cecile Gaigals

**8. Resident Work Requests** – Three work requests were approved in the past month.

**9. Date for Next Meeting** - The next BOT monthly meeting (videoconference) is scheduled for May 18 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 4:20 pm.