

Summerfield at Taft Hill (SATH) Condominium Trust

Board of Trustees (BOT)

Minutes of Meeting (MoMs)

April 20, 2017

Board members present: Bob Contursi, Lavonne Seifert, Marsha Bourgeois, Vicki Small, and Randy Fields. In addition, Mike Burnat representing the Grounds Committee was present. Pat Stephan attended during the discussion of the Condo Document changes.

The Board of Trustees monthly meeting was called to order by Bob Contursi at 1:06 pm on April 20, 2017.

1. Ratification of March 16, 2017 Minutes of Meeting

Lavonne moved, Marsha seconded and the Board unanimously voted to ratify the March 16, 2017 MoMs. Via email, the BOT approve the following actions during the month:

- SealCoat patching around gas valves in the sidewalk near the mail room for \$100
- The BOT approved four changes to the Condo docs and voted to submit them to the Unit Owners for approval

2. Open Forum for Resident Issues

No resident issues.

3. Financial Report

- a. All financial reports as of March 31, 2017 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 \$398,877.31.
- e. The Board reviewed and accepted the monthly financials.

4. Grounds Report

Mike Burnat reported that total snow for the year is about 52" and we have signed contracts with Dowding for the next two years with no increase in price. On April 17, the Grounds Committee did the plow damage assessment and the report has been submitted to Dowding to review. Repairs will be completed after the spring clean-up scheduled for April 24-25.

On April 24, our irrigation contractor will begin the process of getting our sprinkler system up and ready for operation. Every sprinkler head will be checked for operation and direction.

The first lawn treatment of fertilizer and pre-emergent weed/crabgrass control will begin after the clean-up.

Gypsy Moth treatments began on April 18, 2017 with the spraying of dormant oil on the egg sacs in the neighborhood.

Brown hemlock mulch will be applied along the entryway of each unit (except those with stone) and at the base of the front decorative trees after the spring clean-up.

A big **THANK YOU** to **PAT STEPHAN** and **BRUCE BORAX** for repairing the lights at the mail room and to **A VERY SPECIAL NEIGHBOR WHO WANTS TO REMAIN ANONYMOUS** for collecting the trash that had blown into the Common Area along Taft Hill Lane.

PLEASE REMEMBER THAT OUR RULES AND REGULATIONS STATE THAT "NO ITEMS MAY BE PLACED ON THE LAWN AREAS FROM APRIL 1 THROUGH NOVEMBER 28" BECAUSE THIS WILL INTERFERE WITH THE MOWING OPERATIONS. PLEASE ALSO REMEMBER THAT ANY TREES GROWING ABOVE THE GUTTERS MUST BE TRIMMED BELOW THE GUTTERS. THANK YOU FOR YOUR HELP WITH THESE ITEMS.

Please remember that the holiday trash collection schedule is posted in the mail room.

The outdoor water restrictions fluctuate throughout the year so the BOT recommends that you check the Town of Uxbridge for the latest regulations.

5. Old Business

- a. There appears to be no action in Uxbridge regarding the Forest Glen development.
- b. Marsha is working with our insurance agent to update our Association insurance policies.
- c. **At the next Town meeting, scheduled for 7 pm on May 9, 2017 at the Uxbridge High School, the Town will vote on whether they will assume responsibility for the SATH infrastructure (water and sewer pipes under our streets). WE WILL NEED A HIGH TURN-OUT FOR THIS TOWN MEETING!**
- d. Randy is exploring options for installing an automatic door opener at the mail room.

- e. Vicki and the Beautification Committee are investigating placing a sign at the East entrance on Taft Hill Lane.
- f. Marsha is gathering information about colors of shutters, front doors and porches/decks. If you know the color of your shutters/door/porch/deck, please send the information to her.
- g. BOT continues to discuss job descriptions for the BOT positions and changes to the Condo Association documents.
- h. Randy and Bill Freer will begin preserving the Condo Association records electronically.
- i. Marsha is updating the Residents Guide.

6. New Business

- a. The SATH Annual Yard Sale is scheduled for May 20 from 8 am until 1 pm. Don't miss your opportunity to reduce the clutter in your garage or basement!
- b. We are updating our Contractor and Neighbor-Helping-Neighbor lists. If you can make a contribution, please send it to the Summerfield BOT Yahoo account or give it to one of the BOT members. Thank you.

7. Resident Issues for December

- a. 21 SD – Replace black door and shutters with blue door and shutters – Approved
- b. 50 THL – Park dumpster in driveway for 10 days – Approved
- c. 45 SD – Re-stain front porch with same color – Approved
- d. 145 THL – Re-stain front porch with same color – Approved
- e. 127 THL – Re-stain front porch with same color – Approved
- f. 32 NW – Place dumpster in driveway for 3 days – Approved
- g. 16 NW – Re-stain front porch with same color – Approved
- h. 10 AD - Re-stain front porch with same color – Approved

8. Set Date for Next Meeting

The next BOT monthly meeting is scheduled for May 25 at 12:30 pm at 49 Summerfield Drive. Condo Document changes will be discussed at the beginning of the meeting.

9. Adjournment

Marsha moved, Lavonne seconded and the Board voted unanimously to adjourn at 5:26 pm.