

Summerfield at Taft Hill (SATH) Condominium Trust

Board of Trustees (BOT)

Minutes of Meeting (MoMs)

March 16, 2017

Board members present: 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 Lavonne Seifert at 1:03 pm on February 16, 2017.

1. Ratification of February 16, 2017 Minutes of Meeting

Marsha moved, Vicki seconded and the Board unanimously voted to ratify the February 16, 2017 MoMs.

2. Open Forum for Resident Issues

No resident issues.

3. Financial Report

- a. All financial reports as of February 28, 2017, have been given to the BOT.
- b. Vendor invoices for February have been processed and paid in February and March.
- c. Checking and Money Market accounts have been reconciled.
- d. After all interest for February has been recorded, our total reserves are \$398,688.08
- e. The Board reviewed and accepted the monthly financials.

4. Grounds Report

Mike Burnat reported that total snow for the year is about 51” and our contract is for up to 60”.

REMINDER: UNDER OUR CONTRACT, THE ROADS ARE PLOWED AT 1” OF SNOW AND DRIVEWAYS AND WALKWAYS ARE CLEARED AT 2” OF SNOW.

The irrigation, fertilizing, and Gypsy Moth contracts have been signed for the coming year.

In the spring, mulch will be applied to common areas. Those who prefer to have stones in place of mulch will receive a \$100 rebate (Marsha moved, Vicki seconded and the BOT unanimously approved). Because the stones do not need replacing each year, the Association saves money over the year justifying the rebate. Mike Burnat will be updating the accepted stone color samples in the Mail room and will be sending out information about how to qualify for the rebate later this month.

Gypsy Moth treatments are expected to begin in late March, weathering permitting.

Many residents are complaining about blowing trash in the neighborhood and the BOT is investigating options to curtail this problem. If you have a solution for this, please contact the BOT. Things that you can do to help are as follows:

- Put your address on your trash and recycle containers
- Put your trash in securely tied bags
- Be sure your recycles are anchored so the wind will not blow them
- Report habitual offenders to the BOT – See Something, Say Something, but please have evidence to support your report

The fence across from 79 THL was accidently damaged by an automobile. Marsha will contact the insurance company for the driver of the car about the repair and Randy will obtain quotes for replacement of the damaged section.

Some of the street light globes have come loose during the high winds and members of the Grounds Committee have repaired them. Thanks to Kevin Mulligan for his help with these repairs. When the weather warms (and snow melts) the Grounds Committee plans to check each street light.

There have been two benches at the Mail room, but one became unrepairable due to rust and was discarded (Thank you to Mike and Lil Burnat). The second needs repair and Randy will be responsible for it.

The asphalt around two gas valves in the sidewalk near the “Summerfield” sign at the West entrance is sinking. Marsha will contact Sealcoat about potential solutions. Meanwhile a cone has been placed over the valves to warn walkers.

5. Old Business

- a. There appears to be no action in Uxbridge regarding the Forest Glen development.
- b. Lavonne presented the petition to the Town office supporting the Warrant for the Town of Uxbridge to 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. Franklin Lock of Bellingham replaced the old door closer with a new one that reduced the opening force for the Mail room door from a maximum of 15 pounds to a maximum of 8 pounds, which is well within the ADA guidelines of 15 pounds maximum. The 8 pounds occurs when the door is at about 7" open, but otherwise the force is about 4 pounds to open the door.
 - d. Randy and Bill Freer are still investigating the best method for storing our important records in electronic form and expect to have a recommendation for the next BOT meeting.
 - e. The BOT is working on job descriptions for the various Trustee offices.
 - f. With the departure of Northwind from our Association, many changes are needed to our documents. This is an ongoing process and will come before the unit owners for a vote later this year.
- 6. New Business**
- a. Marsha will be updating the Residents Guide.
 - b. Randy moved, Lavonne seconded and the Board voted unanimously to spend up to \$300 to update our Quick Books software, because our current version is no longer supported.
- 7. Set Date for Next Meeting**
- The next BOT monthly meeting is scheduled for April 20, 2017 at 1 pm at 49 Summerfield Dr.
- 8. Adjournment**
- Marsha moved, Vicki seconded and the Board voted unanimously to adjourn at 3:52 pm.