



at Taft Hill
1 Summerfield Drive Uxbridge, MA 01569

**Summerfield at Taft Hill (SATH) Condominium Trust
Board of Trustees (BOT)
Minutes of Meeting (MoMs)
February 17, 2021**

Board members on the videoconference: Paul Balutis, Marsha Bourgeois, Randy Fields, and Pat Stephan. Bill Freer, Chairman of the Grounds Committee, and Bob Howard, Chairman of the Strategic Planning Committee were present. Residents Kevin Mulligan, Beth Zersky, Diane Brook, Rory St Pierre, and Pat Simounet were also on the videoconference.

The Board of Trustees monthly meeting was called to order by Pat at 1:00 pm on February 17, 2021.

- 1. Open Forum for Resident Issues:** Diane Brook asked about treatment of our streets when they become covered with ice. In a storm last fall, the ice came suddenly overnight and several Resident's cars slid on the ice before our contractor was able to apply a salt/sand mixture. He is basically on call for situations like that. This week we had another ice event and our contractor had applied a pretreatment and then applied a salt/sand mixture after the ice appeared.
REMINDER: Our winter snow/ice removal contract is to have the roads plowed when there is 1" of snow and driveways/walkways cleared when there is 2" of snow. We have budgeted for several "saltings/sandings" for ice as needed.
- 2. Review of BOT Actions since January meeting:**
 - a. Pat Stephan contacted the Uxbridge Public Health Officer about setting up a Covid vaccination site for our Residents within Summerfield at Taft Hill, but this was not allowed by the state guidelines.
 - b. **Valley Chapel was reserved for our Annual Meeting planned for Saturday, April 10, 2021, at 9:30 a.m. at Valley Chapel, 14 Hunter Road, Uxbridge, MA. Please mark your calendar for this important meeting. More information below.**
- 3. Financial Report**
 - a. All financial reports as of January 2021 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. After all interest for January has been recorded, our total Reserves are \$566,245.21.
 - e. The Board reviewed and unanimously accepted the monthly financials.

- f. Approximately \$5,600 has been spent on attorney fees to oppose the gas station project in January.
- g. Cash Flow analyses for Operating Expenses and Reserves were reviewed.
- h. ACTION: Marsha will check on the higher than Budget cost for Trash Removal in January.
- i. ACTION: Marsha will report to the Trustees why \$20,000 is shown in January for the Capital Budget with nothing in other months.
- j. Action: Marsha will obtain the best rate for the \$207,000 CD that comes due on March 7, 2021.
- k. **Please make your checks to “SUMMERFIELD CONDO TRUST” and do not try to make changes on the checks (the bank will not accept them if you write over sections of the check).**

4. Grounds Report

- a. Snow amounts for this season are 40-45” total. Overall, things have gone well with only a few missed/poorly cleared walkways, missed fire hydrants, and damage to units or cable/electrical boxes. If you see issues, please contact Bill Freer and he will alert our contractor.
- b. If the snow piles get too high, the snow will be removed and dumped over the edge of the parking area where the Bobcats are parked, as done in past years.
- c. ACTION: Bill Freer will contact our snow removal contractor about marking the green cable/electrical boxes and keeping them uncovered by snow. To do this they will need to be clearly marked. This will be included in future contracts.
- d. Bill identified the manufacturer of our street signs and the Trustees discussed replacing some of them that are very faded.

5. Strategic Planning Committee

- a. The next meeting is scheduled for March 15, 2021.
- b. The Trustees had a lengthy discussion of the Reserves funding and decided to request a recommendation from the Strategic Planning Committee before the next Trustees meeting (ACTION below).
- c. ACTION: Strategic Planning Committee will evaluate the impact of the catch basin/sewer manhole cover repairs that were completed in 2020 on the funding level. The Becht Report needs to be a “dynamic document” instead of a static document.

6. Old Business

- a. The Trustees had an Executive Session meeting with our Attorney about the gas station appeal. He updated the Trustees on the status of the project and the plan for the future. **Please understand that our attorney has advised us to keep our strategy confidential because it is a legal proceeding.**
- b. Work at 515 Douglas Street on the Amazon Sortation station has been somewhat stagnant with all of the snow, but heavy equipment, tons of gravel and some building materials are on the site.
- c. **THANK YOU FOR WEARING 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.

- d. The Conservation Commission has required action on the culvert under the main roadway into Forest Glen on our property because it was incorrectly installed. Forest Glen hired Andrews Engineering to make corrections and plans were made, but corrective ACTION is lacking. ACTION: Paul Balutis will follow the Commission's meetings.

7. New Business

- a. **Depending on the rules in Massachusetts for controlling the pandemic and vaccinations, we hope to have an in-person meeting of all Residents. We have reserved Valley Chapel auditorium for Saturday, April 10, 2021 for our meeting. The auditorium is used for church services each Sunday and is equipped for social distancing with every other pew blocked so it cannot be used. The auditorium is sanitized before and after each meeting there and you are required to wear a mask while inside the building for everyone's protection. Please plan to attend! Residents will receive more information shortly.**
- b. Whether we have an in-person meeting or not, we will need to elect three Trustees in April. Forms will be sent to Residents to nominate candidates for these positions. Please consider running for the Trustees if you are interested. Nomination forms will be sent shortly.
- c. **IF YOU WOULD LIKE TO HELP MAINTAIN OUR COMMUNITY WEBSITE, PLEASE CONTACT THE TRUSTEES.**
- d. We plan to ask the Town to rezone the part of our development that is Agricultural to Residential at the Spring Town meeting scheduled for May 11, 2021. About 30% of our 63 acres are zoned Residential and the remainder is zoned Agricultural. We would like to have our entire property zoned Residential and this can only be done at a Town meeting. We will be circulating a petition to get this on the Town Meeting Warrant, and we will need your help by attending the meeting to vote.

8. Resident Work Requests – No work requests were received in January.

9. Date for Next Meeting - The next BOT monthly meeting (videoconference) is scheduled for March 16 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 4:47 pm. The Executive session started at 2:02 pm and ended at 3:09 pm.