

# **Summerfield at Taft Hill (SATH) Condominium Trust**

## **Board of Trustees (BOT)**

### **Minutes of Meeting (MoMs)**

**June 14, 2018**

Board members present: Bob Contursi, Lavonne Seifert, Marsha Bourgeois, Pat Stephan, and Randy Fields. Mike Burnat, Chairman of the Grounds Committee, was present. Vicki Small, Chair of Beautification Committee attended.

The Board of Trustees monthly meeting was called to order by Bob Contursi at 12:02 pm on June 14, 2018.

#### **1. Review of BOT Actions in May-June**

- a. A letter was sent to a Douglas Street neighbor about firewood encroaching on SATH property.

#### **2. Open Forum for Resident Issues None**

#### **3. Financial Report**

- a. All financial reports as of May 31, 2018, have been given to the BOT.
- b. Vendor invoices for May have been processed and paid in May and June.
- c. Checking and Money Market accounts have been reconciled.
- d. After all interest for May has been recorded, our total reserves are \$450,049.31.
- e. The Board reviewed and unanimously accepted the monthly financials.

#### **4. Grounds Report**

- a. Repairs to the landscaping by the snow removal company have been completed. Repairs to structures (units, walls, etc.) are underway and will take a few weeks to complete. The Grounds Committee will walk the neighborhood to review these repairs when they are completed.
- b. The irrigation system runs as needed, depending on rainfall. Repairs are being made to several sprinkler heads.
- c. Fertilizer/grub control was applied to the lawns using a new insecticide that can be applied earlier and will last longer.
- d. The damage to the rock wall along the sidewalk on Taft Hill Lane at the upper intersection with Summerfield Drive and the sinkhole behind 21 Andrews Drive have been repaired. We are awaiting quotes on several other grading projects.

- e. Seven mowings have occurred this spring with the grass cut at 3.5” based on the recommendation of the fertilizer contractor. Damage to siding by the string trimmer will be repaired over the next month.
- f. The lights in the Mail Building cupola were repaired and it was discovered that the fixture does not meet code, so Mike will be getting quotes to repair it and to replace the lights in the Mail Building parking lot.
- g. Few gypsy moths have been seen this year, but if you are concerned about them, please contact Pat Stephan (508-736-5362) and he will spray your decorative tree.
- h. Effective immediately, if you need to contact Mike Burnat, Chairman of the Grounds Committee, please use 508-377-2798 or email him at [mburnat@verizon.net](mailto:mburnat@verizon.net).

## 5. Beautification Committee Update

- a. Most Common Areas have been weeded and trimmed
- b. At the East entrance forsythias were planted along the upper edge, seasonal flowers were planted in front of the “Summerfield” sign, small shrubs were planted behind the sign, large rocks were placed at the edge of the landscaped area, and new rocks were added to the heavy equipment parking area.
- c. **THANK YOU** to Bob Risio for removing the loose gravel and dirt at the West entrance.
- d. In the Common Area near 66 Taft Hill Lane, large dying trees were replaced with a smaller ornamental tree, the area was regraded, and flowering shrubs were added.
- e. New ornamental trees replaced dying/dead trees at 82 Taft Hill Lane and 55 Summerfield Drive.
- f. Significant weeding and trimming of junipers at 59 Taft Hill Lane was done in the Common area.
- g. A schedule has been established among Beautification Committee members to water the new plantings. **THANK YOU** to Rachael Bernard for volunteering to supply the water for the new plantings at the East entrance.
- h. Future targets are trimming of overhanging branches along the West entrance, weeding and watering of Common areas, and addressing concerns at the homes of those unable to care for their plantings.
- i. The BOT asked the Beautification Committee to investigate trimming trees on a rolling basis to level the costs annually, instead of having a large bill every three years.
- j. **THANK YOU** to the Beautification Committee for continuing to make our neighborhood BEAUTIFUL.

## 6. Old Business

- a. **THANK YOU** to Lil Burnat for organizing the yard sale, which was profitable to many!

- b. After evaluating several reverse 911 companies, Lavonne recommended Database Systems Corporation and it was unanimously approved by the BOT. She will be establishing this system during the next month.
- c. O’Hearne Forest Glen, their attorney, the BOT and our attorney continue working on an agreement regarding the easements on our property. We are trying to arrange a meeting of all the parties to conclude this agreement.
- d. After investigating the installation of temporary, movable speed bumps to slow traffic on Taft Hill Lane, Pat recommended not proceeding with that proposal and the BOT unanimously agreed. We continue to look for ways to reduce speeding in our development.
- e. Bill Freer has created a “Summerfield Resident-only” section on our website that can be password protected and available only to residents of Summerfield. Currently, the Residents list, Neighbors helping neighbors, and plot plans are in that section. You will be sent the password to this section under a separate message. We currently plan to allow Residents who have something that they want to sell to put it in this section. Guidelines for that will also be sent with the password. Our guideline for this area is to put anything that contains Resident contact information into this section, so it is not available to the general public. Please help us keep this a protected area by not sharing the password. Thank you.

## **7. New Business**

- a. THANK YOU to the Activities Committee (Laurel and Bob Morris, Janet and Jim Amerault, and Cathy & Norm Lemieux) for a GREAT CLAM BAKE!

## **8. Resident Work Requests**

- a. 140 THL – Enlarge patio– Approved
- b. 11 SD – Modify landscaping in Limited Common Element – Approved
- c. 41 AD – Install fence under deck – Approved
- d. 19 NW – Clear coat porch - Approved
- e. 16 NW – Re-stain porch and add grill pad - Approved
- f. 39 AD – Re-stain porch and deck - Approved
- g. 15 AD – Re-stain porch and deck - Approved
- h. 72 THL – Replace 2 garage doors with 1 door and replace outside lights – Approved
- i. 41 SD – Enlarge deck – Approved
- j. 82 THL – Convert deck to 3-season room and add a deck – Not approved
- k. 19 AD – Modify front Limited Common Element – Approved
- l. 15 NW – Expand graveled area in Limited Common Element – Approved
- m. Several other requests were submitted, and additional information was requested. If you plan to submit a request, please include any pictures or sketches that will speed the approval process. Thank you.

**9. Date for Next Meeting**

The next BOT monthly meeting is scheduled for July 11, 2018 at 1 pm at 49 Summerfield Dr.

**10. Adjournment**

Lavonne moved, Marsha seconded, and the Board voted unanimously to adjourn at 3:58 pm.