

Summerfield at Taft Hill (SATH) Condominium Trust

Board of Trustees (BOT)

Minutes of Meeting (MoMs)

July 11, 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 1:01 pm on July 11, 2018.

1. Review of BOT Actions in June-July

- a. An agreement was signed and registered in Worcester covering the Easements and actions with regard to O’Hearne Forest Glen. A copy can be found on our website summerfieldatathill.com.
- b. THANK YOU to Marsha for coordinating the seal coating of the driveways for those who signed up in the Mail Building.
- c. THANK YOU to Bob for getting the “NO CONSTRUCTION ACCESS” sign at the West entrance of Taft Hill Lane.
- d. THANK YOU to Bill Freer, our web master, for establishing the “FOR SALE” section on our website. Please contact him if you have an item for sale or free to a good home.
- e. Bill also posted a list of the model and siding that was planned to be built on each lot in the development on the website. If you find this information is incorrect or incomplete for your unit, please help us correct it. Thank you.

2. Open Forum for Resident Issues None

3. Financial Report

- a. All financial reports as of June 30, 2018, have been given to the BOT.
- b. Vendor invoices for June have been processed and paid in June and July.
- c. Checking and Money Market accounts have been reconciled.
- d. After all interest for June has been recorded, our total reserves are \$450,365.48.
- e. The Board reviewed and unanimously accepted the monthly financials.
- f. Just a reminder that checks cannot be predated. Please hold on to your check or date it the same day you deposit it into the association box. These checks cause extra work and must be handled separately. Please help out and date the checks appropriately.

4. Grounds Report

- a. The Grounds Committee will walk the neighborhood to review repairs made by the snow removal company on Monday, July 16, 2018.
- b. The irrigation system was damaged by lightning during a recent storm. The timing of irrigation was affected for the entire neighborhood and equipment was damaged on the East side. A conduit is stretched across the East side of Taft Hill to supply power to a portion of the sprinkler system to keep the system running until permanent repairs can be made. These repairs may involve cutting the road to replace wiring, but we will keep you informed.
- c. Crabgrass control treatment is scheduled to be done during the next two weeks.
- d. The sinkhole behind 21 Andrews Drive was repaired, but recent heavy rains caused some washing away of the topsoil and this will be replaced by the contractor. We are awaiting quotes on several other grading projects.
- e. Nine mowings have occurred this spring. A list of damage to siding by the string trimmer is being compiled and will be repaired over the next month.
- f. Mike is getting quotes to repair the cupola light and to replace the lights in the Mail Building parking lot.

5. Beautification Committee Update

- a. Because of the heat, the Beautification Committee will be doing mainly planning for future projects instead of weeding, trimming, and planting.
- b. **THANK YOU** to the Beautification Committee for watering the berm at the East entrance of Taft Hill Lane and Nicki Way. Mike Burnat will obtain a quote from the sprinkler contractor for extending the sprinkler system to this area.

6. Old Business

- a. Andrews Surveying advised us not to use rebar for marking our boundaries, because this could confuse future surveyors. We have identified other options that we plan to pursue.
- b. Database Systems Corporation was selected for the Reverse 911 system and we will be initiating the system over the next month. We will be sending more information as this occurs.
- c. As we continue to look for ways to reduce speeding in our development, the BOT is investigating a camera system that can record pictures of car license numbers, time, date, and speed.

7. New Business

- a. Deputy Fire Chief Steven Tancrell attended the meeting to discuss his concern about Kidde combination smoke/carbon monoxide detectors. He has found numerous

failures in our development and requested that we notify all residents about the potential failure. More information was sent about this under a separate mailing.

- b. A sub-committee of the BOT will be conducting an inspection of the neighborhood for compliance with Rules and By-Laws next week.
- c. The BOT is beginning its review of the Master Deed and Declaration of Trust to complete the overhaul of our documents to remove Northwind from them.

8. Resident Work Requests

- a. 5 SD – Re-stain deck & railing – Approved
- b. 23 SD – Repair pothole at garage door – Approved
- c. 38 THL – Install a drain and rearrange pavers at unit front – Approved
- d. 17 AD – Replace damaged garage door - Approved
- e. 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 August 15, 2018 at 1 pm at 49 Summerfield Dr.

10. Adjournment

Lavonne moved, Marsha seconded, and the Board voted unanimously to adjourn at 4 pm and went into executive session. A motion was approved to consult our attorney regarding a Super Lien on a unit that has failed to pay their Condominium Fees for several months. A Super Lien is allowed under MA law and means that these fees are paid before the mortgage company or any other creditors. This was recently upheld by a court decision. Executive session was concluded at 4:19 pm.