



AT TAFT HILL

**Summerfield at Taft Hill (SATH) Condominium Trust
Annual Meeting
Minutes of Meeting (MoMs)
April 6, 2019**

1. Introduction and Verification of Quorum – Lavonne Seifert

The Annual Meeting, held at Valley Chapel in Uxbridge, was called to order at 9:39 AM by Board of Trustees Chairperson, Lavonne Seifert. A quorum of Owners (78.62% beneficial interest) was present in person or by proxy. Lavonne introduced the Board of Trustees: Marsha Bourgeois, Vicki Small, Pat Stephan and Randy Fields.

2. Board of Trustees April 7, 2018 to April 5, 2019 Review – Lavonne Seifert

- a. Established broadcast message (“reverse 911”) system to distribute emergency or time-sensitive notices to residents. All residents are in the system.
- b. Negotiated and signed an agreement with the O’Hearne/Forest Glen development project to protect the interest of Summerfield at Taft Hill Condos and Unit Owners. We continue to have frequent communication with the principle people of the project and to oversee and require their compliance with obligations to maintain Taft Hill Lane as well as their commitment to comply with Town of Uxbridge Conservation Commission requirements. A copy was provided to all residents. The BOT granted easements to National Grid, Eversource and Charter to provide/extend utility and communications service to Forest Glen.
- c. Contracted to have SATH fire hydrants checked, and necessary repairs were made. Hydrants were painted. Routine flushing and maintenance will be conducted regularly in the future. This is on the schedule for this year.
- d. Contracted with Andrews Survey and Engineering to survey and mark the perimeter boundaries of the SATH property, to make it easier for the BOT to identify and remedy any current or future encroachment.
- e. The Activities Committee organized three social events for the neighborhood. They also have provided coffee for the Annual Meeting. Thanks to them for helping us create a lively community!
- f. Regraded the soil around several units where run-off was creating problems with drainage and water accumulation around patios and window wells. More work is anticipated for this season.

- g. Significant repairs to the irrigation system due to damage from several storms and some aging. Filed an insurance claim for damage caused by lightning and received approximately \$11,000 in reimbursement.
- h. Obtained an agreement from Eversource to relocate the exposed natural gas line at the west entrance to Taft Hill Lane, to eliminate the danger due to potential traffic accidents. Jersey barriers were installed for protection during the winter months, and the project will be completed in spring 2019.
- i. Installed “East” and “West” designations on the signs for Taft Hill Lane where it intersects with Douglas Street/Route 16. The objective is to limit Forest Glen construction vehicles and other traffic from driving through our community.
- j. Trimmed numerous trees throughout the neighborhood to eliminate danger from dead branches and to improve the appearance of ornamental trees and the row of “screening” evergreens along the north side of Andrews Drive.
- k. Restructured the SATH budget to separate Operating Expenses and Capital Expenses, for better management of expenses for long-term or capital improvements. We anticipate commissioning an update of the Becht Report on SATH infrastructure in 2019, to assist the BOT in its maintenance of adequate reserves to fund future needs.
- l. Several new street light sensors have been installed, which should improve reliability. LED lights are being tested and may be installed throughout the development during 2019.
- m. Elected Lavonne Seifert as chair of the Board of Trustees, replacing Bob Contursi, who resigned his position on the Board. Thanks to Bob for his leadership and contributions to the community over several years.

3. Beautification Committee

Vicki recognized the members of the Beautification Committee (Rene Harrington, Nancy Contursi, Michelle Choiniere, Cecile Gaigals, Debbie O’Byck, Ann Fields, Martha Neal, Bob Risio, and Randy Fields’ truck) and thanked them for their hard work this past year. Then she listed the following accomplishment in the past 12 months:

- a. Removed roses and poison ivy/junipers at the West entrance
- b. Replaced an oak with a maple between 66 and 72 Taft Hill Lane
- c. Planted seasonal plants at the Rock Sign at the East entrance
- d. Planted forsythia and added stone to the equipment parking area at the East entrance
- e. Replaced two ornamental trees with plans to replace some others
- f. Pruned the decorative trees
- g. Weeded, weeded, weeded, etc.
- h. HAD FUN!!!
- i. Anyone interested in joining this fun-loving troupe should contact Vicki Small

4. **Grounds Committee**

Mike Burnat and his wife, Lil, have moved from Summerfield and he has resigned his position as Grounds Committee chairman, effective June 30. Thanks to Mike for more than 10 years of service to the community. He has accumulated an enormous amount of expertise in overseeing the various aspects of keeping our grounds looking good and organizing critical services, such as snow removal, trash pick-up, and lawn maintenance, among others. We have a gift card for Mike in appreciation for his dependable service and his ability to keep a level head under sometimes trying situations. He'll be a hard act to follow. Thanks, Mike!

And... we're delighted to announce that **Bill Freer**, one of our neighbors, has accepted the position of Grounds Committee chair, beginning in mid-April. Bill also maintains our Summerfield at Taft Hill website and plans to continue in that role.

5. **Dave Batstone** volunteered to notarize documents for the Trustees.

6. **Financial Results**

Marsha Bourgeois reviewed the 2019 Operating Budget and explained that we now have a separate Capital Budget of \$9700 for the following:

- a. Nicki Way berm irrigation system
- b. Lights at the Mail Building parking lot
- c. Street light replacements

Each month \$31 from each unit goes into the Reserves.

Marsha stated that Mike Burnat's skill at negotiating contracts had helped keep our condo fees the same for many years.

Bob Risio asked about the Property Management fees and Marsha answered that those were the payments that the Grounds Chairman and Bookkeeper received. Joe Marchand asked for a breakdown of those payments and Marsha responded that the Bookkeeper received \$700/month and the Grounds Chairman received \$450/month.

Michelle Choinere asked about the BOT meeting minutes that indicated that removal of 1" of snow would increase condo fees by \$4-6/month/unit. Discussion indicated that the majority of Unit Owners did not favor including this increase. Dave Whitehead suggested that WINTER HEAT from Lowes was a terrific product for melting snow on driveways and walks.

7. **Election of Trustees**

Since there were three openings on the Board of Trustees and three candidates running, the residents voted unanimously to elect Marsha Bourgeois, Cecile Gaigals, and Paul Cnossen to the BOT.

8. **Vote on By-Law Amendment**

Pat Stephan explained the subrogation clause in Section 3.E. of our By-Laws and reviewed the research by the BOT regarding this clause. Insurance companies that were contacted refused to waive subrogation and the BOT had unanimously voted to remove it from the By-Laws. Unit Owners unanimously approved the removal of the subrogation clause from Section 3.E. of the By-Laws. The Section is amended to read as follows:

Each Unit Owner shall carry Home Owner insurance at his own expense for his own

benefit insuring, inter alia, his building, roof, siding, porches and decks, carpeting, interior finishes, all at replacement value. Additionally, Each Unit Owner shall carry insurance for furniture, furnishings and other personal property owned by the Unit Owner, and personal liability, and loss assessment coverage recommended at full market value, provided that the liability of the carriers issuing insurance obtained by the Trustees shall not be affected or diminished by reason of any such additional insurance carried by a Unit Owner.

9. Master Deed Amendment

Randy Fields introduced a motion to amend Section XII of the Master Deed to remove the power of the Trustees to amend the Master Deed independently of the Unit Owners. Bob Contursi offered a friendly amendment to amend this section to mirror Section 8 of the Declaration of Trust, which was approved by 71% of Unit Owners in 2017. After much explanation and discussion, the Unit Owners representing seventy-five per cent (75%) of the beneficial interests approved the friendly amendment. The first sentence of the Section is amended to read as follows:

This Master Deed may be amended by an instrument in writing signed by a majority of the Trustees, with the consent in writing of sixty-seven (67%) percent in beneficial interest of Unit Owners present (in person or represented by proxy) at an Annual/Special meeting (where a quorum is verified) or by the number of respondents to an email/USPS mailing (where a quorum is verified) and duly recorded with the Worcester South District Registry of Deeds; PROVIDED, HOWEVER, that: ...

10. Questions/Comments to the Board of Trustees regarding Association matters

- a. Joe Marchand suggested that 1) we should have a company on retainer in case emergency repairs are required to our infrastructure, 2) identify the company that maintains our fire hydrants, 3) have the utility box between 74 and 80 Taft Hill Lane repaired, and 4) re-evaluate Eversource's plan to bring natural gas to our development through the East entrance in light of the Town of Uxbridge receiving a grant to extend the gas line to the new construction site on the other side of Route 146.
- b. Pat Stephan stated that HydraTech is responsible for maintenance on the fire hydrants, explained how he got the Public Safety Office to cause Eversource to create a plan to eliminate the potential hazard at our West entrance by bringing natural gas to our development through the East entrance and Eversource's plan to repair the road after the gas line is installed this spring.
- c. Bob Contursi told everyone that the Planning Board would be discussing a Warrant item to repair private streets infrastructure at their April 10 meeting.
- d. Joe Marchand requested that we not hire Andrews Surveying again because of their interest in Forest Glen and misstatements about our development.
- e. Kevin Mulligan stated that he was told the Town would take responsibility for the roads in our development when he purchased his unit. At Town meetings, Benn Sherman, Director of DPW, has stated that Northwind documented to the Town that our roads would always be private.

- f. Lavonne reported that the BOT is working on an agreement with O’Hearne/Forest Glen to assist in the costs of shared services (hydrant at East entrance, snow plowing, etc.) The expectation is that Forest Glen would be billed annually for the costs.
- g. Residents were reminded that our agreement with Forest Glen prohibits trespassing on their property (unless there is an open house).
- h. Linda Flinton asked about getting street lights on Andrews, Nicki, and Summerfield. Since we have been told different things by the Town, the BOT will investigate this.

11. Adjournment

Harvey Char moved, and Dan Hicks seconded the motion to adjourn the meeting. Majority of attendees approved to adjourn the 2019 SATH Annual Meeting at 11:46 am.