



at Taft Hill  
1 Summerfield Drive Uxbridge, MA 01569

**Summerfield at Taft Hill (SATH) Condominium Trust  
Board of Trustees (BOT)  
Minutes of Meeting (MoMs)  
January 13, 2022**

Board members present via ZOOM: Paul Balutis, Marsha Bourgeois, Randy Fields, Cecile Gaigals, and Pat Stephan. Bill Freer, Chair of the Grounds Committee, Lavonne Seifert, Paul Dion, Diane Brook, Jim Carney, Carmin Calabrese, Kathleen Hadden, Pat Simounet, John Giaquinto, Greg L’Hommedieu, Michelle Tebo, and Bob Dandrade were also present.

The Board of Trustees monthly meeting was called to order by Pat at 1:05 pm on January 13, 2022.

**1. Open Forum for Resident Issues:**

- a. Many Residents were concerned about the large increase in their real estate assessment and taxes. **Pat Stephan is investigating the new tax assessments for Summerfield at Taft Hill Unit Owners. If you believe your assessment increased too much, you can file an abatement form with the Town, but this must be done before February 1, 2022. Pat is willing to help you complete the abatement form and will soon send out additional information.**
- b. Paul Dion suggested paving the gravel area where the snow removal equipment is stored. This has been discussed by the Trustees and will be reviewed again when next year’s budget is created.

**2. Review of BOT actions since December meeting:**

- a. Cecile collected COVID test kits from the Uxbridge Board of Health and they were distributed to Residents. **THANK YOU TO CECILE!**
- b. Pat asked Forest Glen to install a stop sign at the intersection of Spring Hill and Taft Hill Lane. Their Trustees declined to do so and the Summerfield Trustees decided not to install a sign on Spring Hill Drive.
- c. **Reminder to all Residents using the [Summerfieldbot@yahoo.com](mailto:Summerfieldbot@yahoo.com) account. ALL RESIDENTS SHOULD REMOVE THIS ACCOUNT FROM YOUR CONTACTS. THANK YOU.**

**3. Financial Report**

- a. All financial reports as of December 2022 have been given to the BOT.

- b. Vendor invoices for December have been processed and paid in December and January 2022.
- c. Checking and Money Market accounts have been reconciled.
- d. After the transfer of FUNDS FROM the Operating Account and all interest for December was recorded, our total Reserves are \$597,124.07.
- e. The Board reviewed and unanimously accepted the monthly financials.

#### 4. Grounds Report

- a. **RESIDENTS NEED TO NOTIFY THE GROUNDS CHAIRMAN ([508-272-5581](tel:508-272-5581)/[wmtfreer@charter.net](mailto:wmtfreer@charter.net)) OR THE BOT NO LATER THAN 24 HOURS AFTER A SNOW EVENT IN THE CASE OF ANY ISSUES OF NON-PERFORMANCE BY OUR SNOW CONTRACTOR. IF YOUR DRIVEWAY IS NOT PLOWED OR WALKWAY IS NOT SHOVELED WHEN THE CREWS LEAVE YOUR AREA, PLEASE CONTACT BILL OR THE BOT. THANK YOU.**
- b. Cleanup of our first significant snowfall went well, but a few walkways and fire hydrants were missed. The Grounds Committee took care of these and Dowding was notified. Bill will be inspecting more closely next time.
- c. Mass Stump & Tree Removal has completed the tree removal/trimming/pruning of decorative trees.
- d. Carlino performed maintenance on all 3 detention ponds at an excellent price.
- e. Summerfield negotiated a favorable contract for lawn fertilization and weed control for this year.

#### 5. Strategic Planning Committee

- a. Rory St Pierre is the new Chairperson of the Strategic planning Committee.
- b. The minutes of the January 10, 2022 meeting are attached.

#### 6. Old Business

- a. Mr. Yatim has acquired the 486 Douglas Street property by giving a mortgage to Louis Desruisseaux indicating that he plans to continue pursuing the gas station project.
- b. Campanelli is reviewing information about the creation of rotaries on Route 16 on each side of the Route 146 interchange before the Conservation Commission and work is expected to begin in early 2022.
- c. Pine Ridge Estate at 354-358 Douglas Street (next to Forest Glen) has been sold to 47 Dodge Deco LLC for development of single-family residences. Plans for the development are evolving.
- d. Big Y has presented its initial site plan for the property south of the Cock & Kettle on South Main Street to the planning Board. The grandson of the founder made the initial presentation for the grocery chain.
- e. **COVID infections are increasing in Uxbridge. The Board of Health just declared that masks must be worn in establishments in Uxbridge. This applies to our Mail Building.**
- f. The Selectmen are looking for volunteers to participate in the Town Committees/Boards to review the Town Bylaws and join the Planning Board or other positions that are available. If you are interested, please contact the Selectmen's office in Town Hall.
- g. **THANK YOU TO ALL WHO HAVE SUBMITTED THEIR INFORMATION SHEETS/HOMEOWNER'S INSURANCE FORMS. EVERY YEAR THE**

**TRUSTEES ARE REQUIRED BY LAW TO COLLECT THE INFORMATION IN THE ATTACHED INFORMATION SHEET AND A COPY OF THE DECLARATION PAGE FROM THE INSURANCE POLICY FOR EACH UNIT. PLEASE COMPLETE THE INFORMATION SHEET AND ATTACH A COPY OF THE DECLARATION PAGE FOR YOUR UNIT INSURANCE POLICY AND DEPOSIT IT IN THE GREEN BOX IN THE MAIL BUILDING BY JANUARY 31, 2022. COPIES OF THE INFORMATION SHEET ARE ON THE BOT BULLETIN BOARD IN THE MAIL BUILDING.**

**7. New Business**

- a. Our Annual Meeting is scheduled for April 9, 2022, at Valley Chapel so please mark your calendars.**
- b. Pat led a discussion of the following topics:
  - i. Annual Review of Condo documents
  - ii. New street signs – Bill Freer will order 2 THL signs
  - iii. Detention ponds – work completed last year and will be done on a regular basis.
  - iv. Financial review – continuously by Trustees
  - v. Budget analysis and fee adjustments forecasts – starts in October
  - vi. Annual meeting prep – begins in February
  - vii. Evolve Douglas Street strategy with neighborhood – needs development
  - viii. Insurance study inc. volunteer coverage – Pat/Paul undertake
  - ix. Recruiting for Trustees positions - continuous
  - x. Uxbridge political watch and involvement – on-going need
  - xi. CAI monitoring – Pat will continue
  - xii. Uxbridge condos collaboration – Pat with Rus Tahmoush
  - xiii. Covid watch – follow Uxbridge and Massachusetts guidance
  - xiv. Sally Summerfield says? – advice for Residents at end of MoMs
  - xv. Policies and procedures updates – approved 2 policies to be placed on website
  - xvi. Natural disaster plan - TBD

**8. Resident Work Requests** – No work requests were received in the past month. Please remember to let the Trustees know when your project is complete.

**9. Date for Next Meeting** - The next BOT monthly meeting is scheduled for February 16 with the location announcement when the agenda is sent to Unit Owners.

**10. Adjournment** - The Board voted unanimously to adjourn at 3:19 pm.

**SALLY SUMMERFIELD SAYS: Residents with on-demand hot water heaters should remember that the water heaters need to be cleaned by a contractor or by yourself with vinegar per the manufacturer’s instructions in the maintenance documents and videos.**



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### **STRATEGIC PLANNING COMMITTEE MEETING MINUTES**

Members present: Rory St Pierre, Paul Balutis, Pat Stephan, Bill Freer, Randy Fields  
Pat called the videoconference to order at 3:30 pm on January 10, 2022.

1. Pat recapped the history of the Strategic Planning Committee and its purpose.
2. Rory St Pierre was unanimously elected as Chairperson and Randy agreed to be Secretary. Pat Stephan will be an ad hoc member.
3. Pat led the meeting since it was the initial meeting for Rory. He reviewed expectations for quarterly meetings during the week before the Trustees meeting and help available from CAI.
4. Randy and Pat reviewed a model, based on the Becht 2019-2020 study, demonstrating how the model shows the impact of changes in contributions and disbursements. This tool can be used to change the timing/amounts of interest rates, contributions and disbursements to determine the impact on future Reserve Funds Amounts.
5. The Committee will develop 1, 3, and 5-year plans for the Trust.
6. Items, such as gates, will be added to the Reserve Component List if they are required in the future.
7. Randy will gather information about solar projects within the Trust for presentation to the Strategic Planning Committee.
8. Pat suggested that EV car chargers may be a project for the long-term future.
9. Paul proposed joining forces with other Condo Associations within Uxbridge to leverage our resources.

Rory adjourned the meeting at 4:46 pm.