SUMMERFIELD

At Taft Hill

1 Summerfield Drive, Uxbridge, MA 01569

Summerfield at Taft Hill (SATH) Condominium Trust
Board of Trustees (BOT)
Minutes of Meeting (MoMs)
October 21st, 2026

Board members present: Bob Contursi, Marsha Bourgeois, Jeanne Williams, Tony Chinappie, Bill Freer and Grounds Chairman Rory St Pierre. In addition, residents Holly Hemmings and Kevin Mulligan were present.

The Board of Trustees (BOT) monthly meeting was called to order by Bob Contursi at 1:00PM on October 21st, 2026.

1. **Open Forum for Residents:** Resident Holly Hemmings attended today's meeting with no agenda but to further observe the workings of Summerfields monthly Board meetings. Resident Kevin Mulligan attended today's meeting expressing his interest in the Boards meeting Agenda Item No. 6 (6.a. 2027 Budget – Impact of potential paid positions).

2. **Review of BOT actions since the September 30th, 2026 meeting:** None

3. **Financial Report**
   a. All financial reports as of September 2026 have been given to the BOT.
   b. Vendor invoices for September have been processed and paid in September and October 2026.
   c. Checking accounts have been reconciled.
   d. After all interest in September was recorded our total Reserves are $651,027.65.
   e. The Board reviewed and unanimously accepted the monthly financials.

4. **Grounds Report**
   a. Grounds ordered a new light fixture to replace the downed light fixture/pole at the corner of Taft Hill Lane and upper Summerfield Drive.

This is should arrive in the next week or two and weather dependent installed in November.

b. Our irrigation system is scheduled to be turned off on October 27th and the lines purged in preparation for winter.

c. Detention pond/basin maintenance (No. 1, Summerfield west side, behind units 30-38 Taft Hill Lane and No. 2, Summerfield east side, behind units 145 and 147 Taft Hill and pine trees along Andrews Drive) should commence in about 2 weeks after the majority of leaves have fallen.

Beautification Committee (BC) – has completed all the necessary clipping and weeding of common element areas for the season and the year 2026. As always, the BOT and all Summerfield should appreciate the hard work that the BC members, who are all volunteers, contribute to keeping Summerfield looking so good!

5. **Date of next BOT Meeting:** Monday, November 23rd, 2026 at 1:00 PM at 49 Summerfield Drive.

6. **Old Business**

a. 2027 Budget – Impact of potential paid positions – The BOT discussion centered around the continued need for residents to volunteer and contribute their time to properly manage and maintain our community. Yes, residents are not required to actively volunteer or contribute to the running of our community. However, as a self-run community and with a goal to keep costs to a minimum, when not enough residents are willing to contribute their time then that means that the Association will be required to hire people to fill that need… thus increasing our budget which then increases our HOA dues to cover that increase. Ultimately the members of the BOT are tasked and legally obligated to protect the Association either through the efforts of using resident volunteers or hiring individuals to ensure Summerfield is properly maintained.

7. **New Business**

a. Reorganization of Trustee responsibilities – In view of the departure of one of our BOT members the board decided to review the current "job descriptions of each position on the board". The job descriptions of each position on the board (Chair, Vice Chair, Treasurer, Secretary and Member-at-Large) were created at the beginning of our Association and no longer accurately reflects those duties currently assigned to each position. The

board will update each position's job description to more accurately reflect the actual duties that position is required to be responsible for in addition to reassigning specific duties among other board positions to provide a better balance of shared duties.

8. **Resident Issues**
   a. There were 4 resident work requests submitted since last reported with 3 approved and 1 for Board discussion.
   b. Resident Kevin Mulligan asked for clarification regarding what was considered common element and limited common element areas.

9. The Board voted unanimously to adjourn the regular meeting at 3:00 PM.

Sally Summerfield: EMERGENCY KEY ACCESS – The Uxbridge Fire Department offers all residents an Emergency Key Access Program… this is a great service that is FREE and can benefit many Summerfield Residents. Please read the attached document for further information and the application form. If you have questions or would like more information call: 508-278-2787.

Copies of this Program will be made available at the Mailroom.

What is the Emergency Key Access Program?

This program allows emergency response personnel immediate access to your home in the event of a fire or medical emergency. A key box is attached to your door and your key is locked inside that box. If an emergency occurs, fire or medical personnel can gain immediate entry without causing damage to your property. The pass key system we are using to protect more than 20 business and local government buildings in Uxbridge will be extended to homes under this program.

Who should participate in the program?

Any resident that may experience difficulty in providing access to responders. Lifeline subscribers, for example, may be able to summon help but not be able to let firefighters or EMT's into their home.

What is the cost for this service?

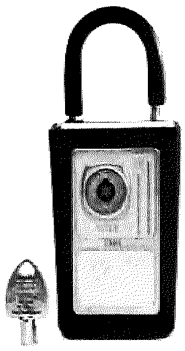
There is no cost to you. The Fire Department will provide available equipment, and you will supply a key. There is no subscription fee or charge.

How can I participate?

Complete the application on the reverse side of this informational pamphlet and return it to the Uxbridge Fire Department
31 South Main St
Uxbridge, MA 01569

We will contact you to schedule an appointment for installation.

The Uxbridge Fire Department uses Supra key safe equipment (similar to the picture below).



If you have questions or would like more information, call 508-278-2787

Uxbridge Fire Department

Emergency Key Access Program

Uxbridge Fire Department 31 South Main Street, Uxbridge MA 01569 Tel: 508-278-2787

EMERGENCY KEY ACCESS PROGRAM

Application

Occupant Name: _____ Telephone: _____

Address: _____

Are you currently subscribing to an alarm/monitoring/notification service (ie: Lifeline) at the above address?
☐Yes ☐ No If you checked "yes" please provide service name, address and telephone number:

_____

Property Owner Name: _____ Telephone: _____
(if different from above)

Address: _____

Emergency Notification Information
Please indicate other key holders or person to notify in case of emergency:

Name: _____ Name: _____

Address: _____ Address: _____

Telephone: _____ Telephone: _____

Work Telephone: _____ Work Telephone: _____

Is this person a key holder: ☐Yes ☐No Is this person a key holder: ☐Yes ☐No

Relationship to resident: _____ Relationship to resident: _____

AUTHORIZATION

This service allows the Uxbridge Fire Department immediate access to the above identified property in the event of a reported or perceived fire or medical emergency with a pass key system. The pass key system and equipment are provided based upon availability from the Uxbridge Fire Department; however, the undersigned is responsible for providing current access key(s) for the above identified location.

By accepting this service, the undersigned hereby releases the Town of Uxbridge, the Uxbridge Fire Department and their respective officers and personnel from any responsibility or liability for any loss, cost, damage, fee, expense or claim of any nature arising from or related to the service.

All equipment related to or used in the service shall remain the property of the Town of Uxbridge Fire Department and shall be removed and returned upon termination of the service by the undersigned or the Fire Chief or his designee.

_____ _____
Applicant Signature Date

For Office Use Only	Date Installed:	By:
	Date Removed:	By: