



at Taft Hill  
1 Summerfield Drive Uxbridge, MA 01569

## **Board of Trustees Monthly Meeting: October 24, 2019**

Board Members Present: Marsha Bourgeois, Paul Clossen, Cecile Gaigals, Lavonne Seifert, Pat Stephan. Grounds Committee Chairman: Bill Freer.

Residents present: Paul Balutis, Jim and Jan Amerault

The Board of Trustees meeting was called to order by Lavonne Seifert at 1:03pm.

### **1. Open forum for Residents.**

Lavonne requested residents hold their questions and comments for a Q & A session toward the end of the meeting. This would allow for a smooth progression of the meeting.

### **2. Review of Board Actions since September meeting.**

The BOT voted unanimously to accept a policy regarding water drainage issues. The policy clarifies the way the Board of Trustees will respond to Unit Owners' concerns about water drainage around individual units. The policy is attached at the end of this document.

### **3. Financial Report**

A. All financial reports have been reviewed by the Board.

B. Our current total reserves are \$ 513,851.63

C. The board reviewed and accepted the monthly financials.

It was stated that the association's financial status is healthy. The 2019 reports will be sent to our consulting accountants for annual review. Meanwhile, the 2020 budget is being prepared

### **4. Grounds Report**

Bill Freer reported on the activities of the Grounds Committee. Details include but are not limited to the following:

A. The mailroom improvement project has been completed with not only new lights but protective concrete bumper guards in place and painted OSHA yellow for safety.

B. The committee is awaiting the final report on the status of the catch basins which have all been cleaned.

C. The condition of the detention ponds and quotes for the necessary work is scheduled to occur in mid-November.

D. Bill reviewed the quote from Waste Management company which has essentially been held firm at the current rates. Fuel fees change as industry charges are raised. Marsha Bourgeois made a motion that this contract be accepted by the BOT and the motion was seconded by Paul Clossen. The Trustees voted 5-0 to accept the proposed WM contract. NOTE: Residents may have heard that the town officials were discussing a possible town-wide trash pick-up. This discussion was terminated as

untenable for the town and would not have included Summerfield in any case as we are a private community. As a point of information, the Town's estimated costs for the new pick-up service would be \$300+ per month which is nearly double the current amount we pay to WM.

E. Regarding pick-up of large items: Homeowners are to contact Waste Management directly for any necessary pick-ups to be scheduled. Pricing will be quoted by WM for the actual job.

F. The irrigation system was turned off on Friday, October 24<sup>th</sup>. This is a good time to remind residents to turn off the water supply to the outdoor water faucets on your home.

G. Any residents who have identified and reported any damages incurred from lawnmowing activities should receive repairs at the time of the fall clean-up process.

## **5. Beautification Committee Report:**

A. The members will be trimming and doing fall maintenance of plants as weather permits.

**6. The next BOT meeting is scheduled for November 14, 2019 at 1:30pm at Marsha Bourgeois' home at 49 Summerfield Drive.**

## **7. Old Business:**

A. Eversource:

\* West Taft Hill Lane entrance: presumably work will be done later this fall to remove the orange barrier and above ground gas pipe. Currently the above-ground gas pipe is fully disconnected from any gas source and not operational.

\* East Taft Hill Lane entrance: street will be milled and patched in the spring.

\* A request for the service ticket of work recently completed for upgrade of gas meters and replacement of "some" pipes by Eversource has not been forthcoming. Therefore, BOT members Pat Stephan and Paul Cnossen undertook a personal review of each home's situation and the BOT has committed to perform this review on an annual basis. However, as a homeowner you are encouraged to check on the condition of your pipes several times a year.

B. Becht Capital Reserve Study: This study has been completed and a final report should be received in a timely manner to assist with budget planning effort.

C. Forest Glen: The BOT will be sending an invoice for their portion of shared services directly to the owner of the project with a copy to the firm's lawyer.

D. Insurance: The BOT is seeking clarification regarding the liability insurance coverage of our policy for any volunteer workers.

## **8. NEW BUSINESS:**

A, Review of Special Meeting regarding day-to-day management of the Condo ( Oct. 19, 2019)

The board discussed the dialogue that took place at the recent meeting. While the current members appreciate the suggestion from a Unit Owner regarding paying a stipend to board members it was unanimously agreed that not only is this currently prohibited by our Condo Documents but also it would raise numerous potential issues, including an increase in the monthly condo fee. This current board is

unanimously opposed to amending the Declaration of Trust to permit any compensation to Trustees for their services as trustees. An informal poll at the meeting indicated that Unit Owners in attendance that day would not be in favor of hiring a management company. The emphasis at the meeting was to encourage residents to consider serving the community as a Board member if their time and skills align with the requirements. Information about Trustee open positions and nomination forms will be distributed ahead of the Annual Meeting which will be in April 2020. Minutes of the Special Meeting were distributed on October 20, 2019.

B. The suggestion of creating a "Government Affairs Committee" will be discussed and considered at a later meeting. This committee's role would be to stay current regarding discussions at Uxbridge Town Hall that could impact Summerfield residents.

## 9. Resident Q & A.

A. Paul Balutis reinforced the need for residents to check on their gas pipes for any corrosion or lack of integrity.

B. The Ameraults volunteered to take on projects as needed to assist the current board. They also asked about necessary qualifications for serving on the BOT. It was explained that the nomination forms allow for listing one's qualifications for the community to consider when casting their vote.

Last but not least. The Board of Trustees, on behalf of the Summerfield Community, would like to extend a **HEARTY CONGRATULATIONS** to Carol Dandrade of Nicki Way for her recent accomplishment. Two of Carol's photos were selected for the 2020 Calendar produced by the Blackstone River Valley National Heritage Corridor.

### **Water/Drainage Policy:**

Unanimously adopted by the Board of Trustees on October, 4, 2019

1) The homeowner is responsible to address any water issue inside the unit and seek remedies such as caulking, sealing, and filling cracks and the like.

2) The owner is responsible to redirect water from any downspouts which may be contributing to water leading into the unit or to the creation of standing water in the LCE with attention to the neighboring LCE as well.

3) Ongoing water drainage issues, subsequent to the completion of steps 1 and 2, should be brought to the attention of the Grounds Committee who will assess the situation and bring details before the BOT for further review and discussion.