



at Taft Hill
1 Summerfield Drive Uxbridge, MA 01569

Board of Trustees Monthly Meeting: November 14, 2019

Board Members Present: Marsha Bourgeois, Paul Clossen, Cecile Gaigals, Lavonne Seifert, Pat Stephan.

Grounds Committee Chairman: Bill Freer, Beautification Committee Chair, Vicki Small

Residents present: Paul Balutis, Anne Hayes, Kevin Mulligan

The Board of Trustees meeting was called to order by Lavonne Seifert at 1:38pm

1. Open forum for Residents.

As is the current practice Lavonne inquired as to whether the attending residents had personal matters to bring before the board or were in attendance simply to observe the meeting. Anne confirmed her attendance as an observer. Paul agreed to hold his comments for the Resident Q & A opportunity later in the meeting.

Kevin Mulligan referred to the drainage policy established by the Trustees which was published in the October Trustees' meeting minutes. He expressed concern for water drainage into his LCE as experienced in the past winters and asked the Trustees to address the issue.

2. Review of Board Actions since October meeting.

None to report.

3. Financial Report

- A. All financial reports have been reviewed by the Board. Pat will gain access, in addition to Marsha for the Savers bank accounts.
- B. Our current total reserves are \$ 513,689.86.
- C. The board reviewed and accepted the monthly financials.
- D. Pat provided a spreadsheet used to build the 2020 budget. It was agreed that this topic would be explored more fully under new business.

4. Grounds Committee (GC) Update

- A. The final Fall Cleanup by the landscapers is scheduled for the week of November 25th.
- B. A renewed contract with Waste Management has been signed. The BOT voted approval for this contract at the October Board Meeting.
- C. A wall-protecting bumper has been installed beneath the mailboxes in the mailroom to protect that section of the wall and keep it aesthetically pleasing.
- D. Landscaping RFP's are being completed and will be sent out to various vendors early next week.
- E. Quotes are still being solicited from vendors for work on our three detention ponds. As the budget is being prepared, plans may include a fixed budget for the detention ponds since this line item will have a significant impact on the 2020 budget. Work would be conducted on a priority basis and may be done over several years on a larger scale, seeking to achieve a lower level of requisite maintenance required on an annual basis.

F. The BOT's annual review of LCE maintenance has been completed. Overall, the community continues to uphold the standards set forth in the rules and regulations with only a few exceptions. These homeowners will be reminded early next spring to take LCE maintenance action in order to remain compliant.

5. Beautification Committee Update:

A. The committee has completed their tasks for this calendar year. They look forward to a new start in the spring and welcome any or all who would like to join in the fun. Free exercise program!

6. Next Scheduled Meeting

Next Board of Trustees meeting will be held Wednesday, December 18th at 2:00pm at Marsha Bourgeois' home, 49 Summerfield Drive. Residents are asked to advise the BOT prior to the meeting of their intention to attend so that seating may be arranged.

7. Old Business:

A. Eversource/ Gas Pipe Status/ Road Repairs

No change since last month's report. West Taft Hill pipe and barrier to be addressed this fall. East Taft Hill road repair to be completed in the spring.

B. Becht Capital Reserve Study

The final report has been received and the information submitted will be helpful in planning for the community's 2020 budget. It was noted that the Reserve Fund is well within the recommended funding level. Becht has been asked to make a small change in the final report and send an invoice for this service.

C. Forest Glen

Forest Glen has remitted payment for their portion of shared maintenance services with Summerfield.

D. Insurance/Liability

The BOT continues to evaluate the most effective manner for protecting the community from injury indemnity as regards volunteer workers and contractors. A waiver form may be one of the approaches that is instituted. More discussion on this will follow.

E. Compensation for Board of Trustees Members

Following a review of current Summerfield documents as well as advice and admonitions from our counsel, there is no provision to introduce any compensation for the BOT. The current BOT fully endorses this position.

8. NEW BUSINESS:

A. The BOT approved renewal of 2020 contracts for both the Grounds Chair, Bill Freer, and the bookkeeper, Marsha Bourgeois.

B. The date for the Annual Meeting has been set for Saturday, April 18th. It will be held at the Valley Chapel. Registration will begin at 9:45am and the meeting is scheduled to end at noon. Please mark your calendars. Attendance is essential to a successful meeting which will include election of new Trustee members. There will be ongoing information regarding the meeting as appropriate early in the new year.

C. Pat Stephan holds a membership through Summerfield in the Community Associations Institute (CAI), and noted that membership renewal is due in January 2020. This organization provides pertinent information relevant to condo communities and associations. The Trustees will consider a group membership at the next BOT meeting.

9. Resident Q & A.

A. Paul Balutis made several suggestions regarding the issue of vehicles in the community exceeding the posted speed limit. Unbeknownst to him, the efforts that he mentioned have already been tried by the BOT. For everyone's safety, we exhort EVERY resident to not only hold to the speed limit but to relay this rule to relatives, friends, and contractors. It only takes an instant for an accident!!

10. The meeting was adjourned by Lavonne at 4:27 pm. and the BOT went into executive session. The executive session adjourned at 5:20pm.