

# **Summerfield at Taft Hill (SATH) Condominium Trust**

## **Board of Trustees (BOT)**

### **Minutes of Meeting (MoMs)**

**January 16, 2019**

Board members present: Lavonne Seifert, Marsha Bourgeois, Vicki Small, Pat Stephan, and Randy Fields. Mike Burnat, Chairman of the Grounds Committee. Residents Bob Contursi and Larry Chapulis were present.

The Board of Trustees monthly meeting was called to order by Lavonne at 12:34 pm on January 16, 2019.

#### **1. Review of BOT Actions in November-December**

- a. The contract for our website was renewed for two years with a 20% savings.
- b. An easement for Charter to access Forest Glen along Taft Hill Lane East was approved and signed.
- c. THANK YOU to Marsha for combining and renewing our Certificates of Deposit at a higher interest rate for 15 months!
- d. An update was sent to the Community regarding Forest Glen and the Eversource gas line work.
- e. Please mark the date for our Annual meeting at Valley Chapel April 6, 2019 at 9:30 am.

- 2. Open Forum for Resident Issues** – Larry Chapulis appealed a BOT decision regarding snow stakes at his front walk. He explained his reasons for the stakes, and the BOT reaffirmed its decision. The Trustees asked Mike Burnat to discuss the special configuration of this walkway with the snow removal contractor. Subsequently, the contractor chose to mark the walk with stakes to assist in his operations during this snow season.

#### **3. Financial Report**

- a. All financial reports as of December 31, 2018, have been given to the BOT.
- b. Vendor invoices for December have been processed and paid in December and January.
- c. Checking and Money Market accounts have been reconciled.
- d. After all interest for December has been recorded, our total reserves are \$471,256.98.
- e. The Board reviewed and unanimously accepted the monthly financials.

- f. Marsha and Pat will present a simulated 2020 Budget separating operating expenses and capital expenses at the next BOT meeting. Mike Burnat will supply planned capital expenses for next year, including Mail Building parking lot lights and irrigation system expansion for the berm along the north end of Nicki Way.

#### **4. Grounds Report**

- a. Selected trees were trimmed or removed, and the pine trees along the north side of Andrews Drive were trimmed. Only one tree remains to be cut.
- b. The street light between 82 and 105 Taft Hill Lane is being used as a test for a new ballast-free system using LED lights. If this test goes well, the other lights will be converted in the spring.
- c. Depending on the weather, this work should be completed within the next month. The light on the Summerfield sign at the Mail Building will be included in this work.
- d. We have had one snow storm but expect more shortly.
- e. Uxbridge is investigating trash removal and recycling for the entire town. Mike Burnat discussed this with Town officials who said they hoped to have a contract with a waste/recycle company by the end of 2019. Participation in the Town plan is not mandatory. We do not plan to participate, because it would almost double the cost of Trash/Recycle for our residents and the Town expects trash and recycling would be done on different days instead of the same day.

#### **Beautification Committee Update**

- a. The BOT unanimously approved \$4,650 for pruning ornamental trees and the cove of evergreen trees near 74 THL.
- b. Three stumps at 15 NW, 74 THL, and 124 THL will be ground during the spring.
- c. The Beautification Committee will be meeting after the Annual meeting in April, to plan their activities for this year. If you wish to join this group, please notify Vicki Small.

#### **5. Old Business**

- a. As snow season approaches, Mike Burnat and Bob Contursi will communicate with our snow contractor and O’Hearne about coordinating the plowing of the East entrance of Taft Hill Lane.
- b. Eversource has committed to repairing Taft Hill Lane after their work is complete. They are scheduled to return to this project on January 22, 2019.
- c. The BOT plans to review the Master Deed and Declaration of Trust on February 13, 2019 at 1 pm at 49 Summerfield Drive.

#### **6. New Business**

- a. Pat will obtain a quote from Becht for updating our Capital Reserve Study from 5 years ago.
- b. Our By-Laws require an insurance waiver of subrogation. Because most Unit Owner's policies do not include this (and some will not), Lavonne will contact our attorney for a legal opinion about removing or enforcing it.
- c. Annual meeting plans were discussed; and responsibilities were assigned to BOT members.
- d. Welcome information for new residents was reviewed. The Secretary will notify the community by email notices to all residents to welcome new residents when a new resident submits their Information sheet and Insurance forms.

#### **7. Resident Work Requests**

- a. 14 SD – Garage door repair – Approved

#### **8. Date for Next Meeting**

The next BOT monthly meeting is scheduled for February 21, 2019 at 1 pm at 49 Summerfield Dr.

#### **9. Adjournment**

Vicki moved, Pat seconded, and the Board voted unanimously to adjourn at 4:56 pm.