



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 17, 2024**

Board members present via Zoom: Paul Balutis, Marsha Bourgeois, Randy Fields, Bill Freer, and Pat Stephan. Bill Freer is the Grounds Committee Chair. Cecile Gaigals joined the meeting via Zoom.

The Board of Trustees monthly meeting was called to order by Pat at 1:00 pm on January 17, 2024.

**1. Open Forum for Resident Issues: None.**

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

- a. A message was sent to Forest Glen about damage caused by their snowplow to a water valve covering in the sidewalk on East Taft Hill Lane.
- b. Our membership in the Condo Association was renewed. It keeps us abreast of what is happening in other condo associations and in the Massachusetts legislature.

**3. Financial Report**

- a. All financial reports as of December 2023 have been given to the BOT.
- b. Vendor invoices for December have been processed and paid in December 2023 and January 2024.
- c. Checking and Money Market accounts have been reconciled.
- d. After interest for December was recorded, our total Reserves are \$624,339.70.
- e. The Board reviewed and unanimously accepted the monthly financials.
- f. The next CD's renewal dates are April 2024, May 2024, August 2024 and January 2025.
- g. Marsha will investigate direct electronic payments in the next month.
- h. Marsha, Pat, and Bill recommended staying with the QuickBooks desktop version for now.
- i. Marsha will coordinate the review of our Financial Books which occurs every two years.

**4. Grounds Report**

- a. A draft for an RFP for an irrigation consultant was created and will be reviewed by the Trustees.
- b. The first two plowable snows of the season have occurred. The icy roads were treated to improve travel.

## 5. Old Business

- a. The Defense has submitted the report from their sound engineer to refute our expert's report and the Trustees have received a copy of the report. Their expert measured the current sound level as higher than our expert did in 2022. It will be a battle of the experts in court. The next court date for the fueling station appeal is the trial on February 28, 2024.
- b. The house at 486 Douglas Street has been rented and now has a tenant who has been reported to the Town for building bonfires and operating equipment in the wetlands next to our property. If you see any of these activities, please call the Police or Fire Department.
- c. Amazon trucks appear to be using the warehouse now on a limited basis.
- d. Pine Ridge Estates at 354-358 Douglas Street (between Forest Glen and Douglas Street) is expected to start activities in the spring.
- e. Deeds have been recorded in the Worcester Registry for 32 of the proposed 44 units to be built in Forest Glen. They are selling for between \$530,000 and \$630,000.
- f. Randy will send a copy of the agreement with Forest Glen to the Trustees.
- g. Becht will be doing a Reserve study for us.
- h. **Each year the Trustees are required by Massachusetts law to collect information about our unit owners/residents. We do this via the Information Sheets that were sent to all unit owners/residents on December 13, 2023. A copy of the declaration page for homeowner's insurance is also required. This is required annually because the information can change during the year. We must also confirm that each unit owner/resident has the correct insurance for their unit, meets the age requirements (55+), and that we have contact information for the residents and their emergency contacts. We must also contact any mortgage companies involved with the unit to assure that they can contact us, if necessary. This information is due by January 31, 2024, and failure to meet this deadline can result in fines. Please help us meet our obligations without fines. Thank you.**

## 6. New Business

- a. Pat will talk to the Post Office about better security at our Mail Building outgoing mail slots.
- b. There have been several emails hacked in our neighborhood. Please be careful when you open emails and especially attachments.
- c. If you are willing to help your neighbors with some tasks (rides to doctors, getting groceries for a neighbor, computer help, etc.), please contact Randy Fields at [tfields246@gmail.com](mailto:tfields246@gmail.com). This will be an update to the Neighbors Helping Neighbors.
- d. Pat will get a copy of the law about beneficial interests' filings for December 2024.

7. **Resident Work Requests** – In the past month, no work requests were received. **Please remember to let the Trustees know when your project is complete.**

8. **Date for Next Meeting** - The next BOT monthly meeting is scheduled for February 22, 2024, at 1:00 pm via ZOOM.

9. **Adjournment** - The Board voted unanimously to adjourn at 2:33 pm. Executive Session started at 2:34 pm.

**SALLY SUMMERFIELD SAYS: If you have some concerns about a neighbor's wellbeing, please contact the Police Department for a wellness check.**