ABV Condominium Trust
Board of Trustees Meeting Minutes 07/08/2015 (Final)

Attending: Phil Mallet, President, Bob Morgan, Vice President, Dennis Fitzpatrick, Treasurer, Ann Walsh, Legal and Legislative Chair, Lynda Williams, Compliance Officer, Sharyn Beauregard, Recording Secretary, Herb Martin, Evergreen Association Manager, Absent: Carl Barstow, Communications Secretary and Landscape. Committee Chair


President’s Opening Remarks: Phil read 2 portions of the Boards Code of Ethics and 1 section from the Roles of the ABV Board. Although our Rules and Regs do not prohibit flags attached to railings, Phil Mallet asked that owners refrain from doing so. He also requested only 1 Flag be flown at a time. A report of EMI’s Insurance Seminar was also provided with key points being all owners should have their Insurance Agents review their policy and even though Owner may rent our their unit, holding on to their HO6 Policy is recommended.

Owners Time: Ron Cournoyer asked about unit power washing. This is now planned for the fall due to Town Water Ordinance in place. Ron also expressed concern about his eroding driveway. As his unit is still under warranty, Ron was advised to send details and pictures over to the developer with a cc to the Board. We will follow-up as well. Seal coating of driveways is still projected for a summertime schedule. Emily Eaton reported that donated material from Jeff Taylor will create small bridges in the Conversation Wet Land areas and small walking trials will be created. Emily to keep community appraised of progress. Bill Adams reported that garage floor areas are beginning to chip away and would like to know of status on fix. Herb Martin reported that he would be making the rounds with a consultant around the 7/23 looking at this issue. Report will be provided to the Board.

Management Company Report: Herb Martin reported that in the next week to 10 days, EMI would be mailing a letter that requires documentation and appropriate identification for all occupants in each Condo Unit. This letter is in accordance with the Housing for Older Persons Act of 1995 (“HOPA”) and paragraph 15 of our By Laws. Motion was made to approve EMI’s cover letter, sending of letter with return postage stamped envelope, 2nd and with no additional discussion, vote was unanimous. Tracking of receipt of letters will be done by EMI with reporting of status back to the Board of Trustees.

OFFICER AND COMMITTEE REPORTS

Treasurer’s Report: Dennis Fitzpatrick reported that finances are still sound. June Income vs. Expense – actual income was $27,567 vs. projected of $27, 558. Over by $8.68. Expenses for June were $15,029 vs. projected of $25,861. Under by $10,832. Income for first 6 months was $166,095 vs. projected of $165,350.. Over by $746. Expenses during the same 5 month period were $196,152 vs. projected of $164,756. Over by $31,296. Note this does include the $41,289 snow removal. Checkbook closed at $72,819 and Reserve Account balance at end of June was $248,252. Through June 2015, 4 Units behind in monthly fees.

2. Legal Committee: Ann Walsh reported that Committee met on June 29, 2015. Three topics were reviewed: 1) Special Amendment on Enclosures, 2) Architectural Modification Requirements and 3) 2015 – 2016 Massachusetts legislative updates with continued interest in the resubmitted Senate Bill # 285 related to construction defect claims by condo owners. This failed to pass at the last session.

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3. **Landscaping Report**: Sharyn Beauregard reported that Kathy Durkin is continuing work on painting of bulkheads. Anyone still interested in signing up for Mass Save program, please let Carl know. Motion made to approve Emily Eaton’s privacy fence and railing around back deck; 2nd and was approved by all.

4. **Clubhouse Report**: Bob Beauregard reported with Joe Campos’ assistance, batteries where changed in CH front door. The Fire suppression check was also completed. Proposal for an electrical upgrade was reviewed. Motion made to accept proposal, 2nd and with a discussion of outlet locations, vote was unanimous. Bob will contact Jerame Taylor and notify him to proceed. His contractor insurance and license information will be obtained.

5. **Planning**: Ann Walsh reported that the “SWOT” has been completed. Owners will complete a survey form at several of the fall Board Meetings and by mail so that the Trustees get owner input into our Strategic Plan.

### OLD BUSINESS

1. **06/10/2015 Board Meeting Minutes**: Motion made to accept the approved 6/10/2015 Board Meeting Minutes, motion 2nd, vote was unanimous.

2. **06/22/2015 Executive Session Minutes**: Motion made to accept the approved 6/22/2015 Board Meeting Minutes, motion 2nd, vote was unanimous.

3. **Entrance Lighting and Stonewall Lighting Update**: Motion made to approve WBMLP proceeding with installing light fixtures to light up stonewall sign and our entrance driveway; motion 2nd and vote was unanimous. Motion made to move 2 Evergreen Trees at a cost not to exceed $200; motion 2nd; vote was unanimous. Bob Beauregard to follow –up with light company; Phil Mallet to follow-up with Jeff Taylor on the moving of trees. Bob Morgan has sketch for the file.

4. **Membrane Plan**: Phil Mallet reported that currently there are 2 proposals for installation of a membrane on 3 Season Rooms. The Board is pursuing a third proposal. Unit owners will select which contractor would do their installation if they chose to purchase this option. There will be more to follow in the September 2015 timeframe.

### NEW BUSINESS

1. **Architectural Modification Requirements Policy**: Motion made and 2nd to approve Units’ 157 and 159 deck railing request. Vote was unanimous. This policy will be monitored for any needed revisions and clarifications as we move forward. Board was reminded to be aware of implementation date(s) for any new policies as stated in #7 page280 Book 37671. Sections (d) and (e) (1).

2. **Brush Cutback Contract**: Phil Mallet stated that decision on awarding contract would come as early as next week. The plan is to do all sections except entryway to the stop sign that will be deferred until next year for budget reasons. Consensus is to award the contract to Bartlett.

3. **Senior Center Presentation**: Senior Center presentation is still on our agenda for the fall timeframe.

4. **Informational Sessions**: Board is targeting sessions on Rule, Regs & Enclosures in the September timeframe. More information out to the community will follow.

5. **Bob Morgan’s Resignation**: Bob Morgan announced that he will be resigning his position on the Board. Bob was given a standing ovation and thanked for his time and service to the community.

Meeting adjourned at 745 PM

**NEXT MEETING SCHEDULE**:  **Wednesday, September 9, 2015**