



**Summer Reach Condominium Trust
Board of Trustees Meeting Minutes
Tuesday, July 21, 2020 at 6:00 PM
Meeting Held Online via Zoom**

Attendees: Rosemarie Barry, Chairperson, Doug Boyer, Vice Chair, Mike Malone, Member, Leslie Murphy, Member, John Varitimos, Treasurer

Also Attending: Matt Page, The Dartmouth Group

Call to Order

Rosemarie Barry, Chair opened the meeting at 6PM. Residents were thanked for adhering to all the pandemic guidelines. Residents were made aware of a couple items on the agenda had been rearranged.

Board of Trustees – Electing Officers:

Motion by Mike Malone to nominate Rosemarie Barry, Chairperson, Second by John Varitimos

Motion by John Varitimos to nominate Doug Boyer, Vice Chairperson, Second by Mike Malone

Motion by Doug Boyer to nominate John Varitimos, Treasurer, Second by Rosemarie Barry

Motion by Rosemarie Barry to nominate Leslie Murphy, Recording Secretary, Second by John Varitimos

Approved Unanimous (5-0)

Committee Liaisons:

Pool Committee, Leslie Murphy

Social Committee, Doug Boyer

Landscape & Garden Committee, Co-Chairs, Mike Malone and Leslie Murphy

Finance Committee, John Varitimos

The Reach, Rosemarie Barry

Summer Reach Website, Rosemarie Barry

Landscape and Garden Committee Co-Chairs: Leslie Murphy stepped down from Chairperson. Linda Gigliotti and David Killory were welcomed and congratulated for their new positions.

Approval of Minutes – June 16, 2020:

Motion to approve the minutes of June 16, 2020, as written: John Varitimos, Second by Doug Boyer

Approved Unanimous: (3-0)

Mike Malone and Leslie Murphy abstained since they were not Board members at that time

Approval of Ad Hoc Minutes – July 7, 2020:

Motion to approve the Ad Hoc minutes of July 7, 2020 as written: John Varitimos, Second by Leslie Murphy

Approved Unanimous: (5-0)

Modification Requests:

231709 – 6 Compass Road – Landscaping

Approved Unanimous: (5-0)

230942 – 8 Ardmore Lane – Landscaping

Patio - Approved Unanimous with Conditions: (5-0) Unit owner shall review sprinkler heads with the contractor. Pending addendum to install underground drainage into the retention pond from downspout before installing patio.

Arborvitaes - Not Approved Unanimous: (0-5)

231570 – 5 Gristmill Road – Landscaping

Approved Unanimous: (5-0)

231021 – 32 Gristmill Road – Landscaping

Approved: (4-0-1), Rosemarie Barry Abstained

230612 – 30 Danforth Lane – Landscaping

Approved Unanimous: (5-0)

230940 & 230608 (duplicate) 18 Founders Way – Landscaping

Front Yard - Approved Unanimous: (5-0)

Back Yard - Approved with Conditions: (4-1) Doug Boyer Opposed

Unit owner is required to have Egan Landscape Group remove the River Birch tree, wrap the root ball with burlap, and transport it to a location at Summer Reach that is approved by a liaison of the Landscape and Garden Committee. The unit owner is responsible for all costs associated with the removal, wrapping, and transporting of the tree.

230988 – 7 Founders Way – Enclosing Screen Porch

Approved Unanimous with Conditions: (5-0) Unit owner shall review sprinkler heads with the contractor.

232093 – 39 Walker Way – Landscaping

Approved Unanimous: (5-0)

Discussion:

- Sprinkler heads were not designed at Summer Reach to water mulched beds.
- Architectural design for trees and shrubs were to offer some privacy, but not to block off views.
- Unit owners will pay for any request of removal, wrapping and transporting of trees and shrubs to the new location. The Landscape & Garden Committee liaisons will approve the new location.
- In some cases, self-improvement of exteriors may not be looked upon favorably by the Board. Patios and other elements are owned by the Association. Any being added or modified by the unit owner are expected to be completed with professional workmanship.

Old Business

EEE: Rosemarie Barry contacted Elaine from Plymouth County Mosquito Control. Their number is 781-585-5450. They will spray the entire complex in 1 night upon written request. The solution used is not harmful to people, pets or vegetation. They could apply up to 8 times up through Labor Day. The majority of EEE cases have been in Bristol, Plymouth and Norfolk counties this year. A notice would be sent to the residents informing them of the date and time of spraying so they can close windows to their units. There would be no

cost to the Association. A motion was made by John Varitimos to request Summer Reach be sprayed for mosquitos.

Approved unanimous: (5-0)

Elite Window Washing Status: Matt Page provided an update and stated 8 units reported some missed windows. Elite will return to complete this list, but no date has been confirmed.

17 Founders Way Attic Vent: Rosemarie Barry reported this is still in progress with Thorndike and reminded everyone that there has been a halt with work being done due to the pandemic and availability of vendors.

Conduit Status: Matt will reach out to an electrician for an assessment to identify if there is in fact a crack in the conduit and to verify Williamson Pump and Sewer's findings.

New Business

Transition Status Update: John Varitimos gave an update to the community. The Board of Trustees executed the Escrow Agreement with Thorndike on June 19th. We will finalize the punch list this week. The source of information on the list came from Criterium, residents, and Board member inspections throughout the entire community. This list will be reviewed by our attorney and then will be presented to Thorndike by August 1st. Over the next several weeks and months we will be in the negotiation process. We have a good relationship with Thorndike. This is a disciplined process and critical negotiations. Critical aspects have been taken care of and a lot of tedious work has been conducted. Mike Malone shared the major topics on this list as asphalt, drainage, landscaping and other (from reworking areas of hills to adding railings). We are unable to release the list due to the negotiation period. This is standard practice. Eighty-one items are currently on the list. Work orders were researched. It's important we keep quiet. Thorndike asked us for a detailed list. We can only discuss the process at this time. Rosemarie Barry shared that a letter was received by Thorndike's attorney with the Settlement Agreement draft. This has been sent to our attorney for review.

COVID – 19 Update: All Board members have taken extraordinary time to think about and research the implications of opening the clubhouse, patio and pool during this pandemic. The Pool Committee was thanked for their efforts with putting together proposed guidelines and a list of volunteers to monitor and test the pool. This is a difficult scenario and we need to look at the facts. Trends are not good. Attorneys, insurance agents and a well-renowned condo law firm, MEEB have all advised HOA's not to open pools. We'd likely have to pay for any court case since we're not covered under pandemics by our insurance policy. There's a backlog of certain PPE equipment that we may need in order to open the clubhouse. We're a young Association and don't have the money in reserves should we have to cover attorney's fees, even if we win a case. A liability waiver form for amenity use would cost around \$300. Zoom has been a useful and effective tool for Association, club, and committee meetings. A vote was broken down to 3 sections:

Clubhouse Opening and Use: Not Approved Unanimous (0-5)

Patio Opening and Use with the following conditions – maximum of 10 people, social distance, bring own chairs, first come, first serve, no food, self-police. The Board of Trustees have the authority to shut the patio if these guidelines are not adhered to.

Approved: (3-2) Rosemarie Barry and John Varitimos Opposed

Pool Opening and Use: Not Approved (4-1) Leslie Murphy Affirmative

Landscaping Issues: Leslie Murphy came to the Board of Trustees with items on behalf of the Landscape and Garden Committee. 1) Proposed that the Landscape and Garden Committee would complete a modification request for all donated shrubs and trees belonging to the Association. The liaison will review and approve for placement and ensure the same stipulations for dig-safe and irrigation would be followed. The Board will receive summaries from the liaisons. 2) The Board will structure the RFP for landscaping requesting pricing for

organic alternatives vs non-organic products so there won't be a duplication of efforts as suggested by the committee. The Board welcomes research and will work in parallel with the committee when pricing is received. 3) Shade plants are in the pool area and should be transplanted to a more suitable location. This is a volunteer effort and would present no cost to the Association. All three items were unanimous consented by the Board.

Next Meeting – August 18, 2020 via Zoom

Motion made to adjourn at 7:59 PM: John Varitimos, Second by Mike Malone
Approved: Unanimous (5-0)

Executive Session: Motion made to enter into Executive Session at 8:00 PM: Mike Malone, Second by John Varitimos
Approved: Unanimous (5-0) motion for adjournment was made by John Varitimos

Submitted to the Board of Trustees on July 28, 2020.

Leslie Murphy, Recording Secretary