SUMMER REACH

Summer Reach Condominium Trust
Board of Trustees Meeting Minutes
Tuesday, October 20, 2020 at 6:00 PM
Open Meeting Held Online via Zoom

Attendees: Rosemarie Barry, Chairperson, Doug Boyer, Vice Chair, Mike Malone, Member, Leslie Murphy, Recording Secretary, John Varitimos, Treasurer
Also Attending: Matt Page and Ron Savill from The Dartmouth Group

Call to Order
Chairperson Rosemarie Barry called the meeting to order at 6:00 P.M. The Chair announced that Modification request #237524 – 14 Danforth Lane -- has been withdrawn by the resident and removed from tonight's agenda, and that Modification request #240558 – 4 Danforth Lane -- has been added to tonight's agenda. She also announced that RFPs for landscaping and snow removal have also been added to tonight's agenda under New Business.

Board Approval of Minutes – September 15, 2020: Doug Boyer moved to approve the minutes for the meeting held on September 15, 2020, as written. John Varitimos Seconded the Motion. The minutes were approved by a vote of 5 to 0.

Financial Statements – Budget and Reserves: The September 30, 2020 Monthly Financial Report was reviewed by The Dartmouth Group and will be posted on the mydartmouthgroup.com and summerreachplymouth.com websites. Colleen Healey was introduced as Diana Locey's replacement. All communications to The Dartmouth Group should now to be directed to Collen Healey.

Landscape and Garden Committee: Co-Chair David Killory thanked the volunteers who recently worked on some of our common area improvement projects. He also announced that the committee will be focusing on the following projects in the near future: making improvements to the traffic islands, spring plant and clean up, a community service project, publishing monthly tips, and decorating our entrances for the four holiday seasons.

Finance Committee: Paul Anderson was congratulated on his election as Chair. The main focus of the committee will be to advise and assist the Board in various financial matters including, but not limited to, the planning for, and the preparation of, our annual budget.

<u>**New Business**</u>
Landscaping and Snow Removal Contract: Only two bids were received from contractors for both landscaping and snow removal services as Groundskeeper and Egan declined to submit bids for snow removal. The bids obtained from Foster and Tomasi were for a three year term per the request of the Board. An outline of each contract was presented to the community as follows:

Foster: landscaping $145K; snow removal minimum total per storm for all services $4,540; Magic Salt applications for roads $800/per application, plus $500/per application driveways and walkways. Mulch was committed at a depth of 1.5 to 2 inches.

Tomasi: landscaping $140K; snow removal minimum total per storm for all services $6,200; Magic Salt applications for roads $1,300/per application, plus $1,200/per application driveways and walkways. Mulch was committed at a depth of 2 inches.

After discussion, Rosemarie Barry move to approve one of the two contracts and to record the vote. The Board then approved the contract submitted by Tomasi Nurseries, Inc. by a vote of 3 to 2 with Mike Malone and Leslie Murphy voting in opposition.

New Business

Legal Expenses: Matt Page announced that The Dartmouth Group will be sending out ballots to all residents in the near future that seeks to override the $10K fiscal year legal expense limitation contained in our governing documents as a result of the more than $24K in legal expenses that has already been incurred so far this fiscal year in connection with various review studies, engineering reports, the transition, and the Board's generator/recusal dispute. He also announced that a vote of 67% of all units will be required for the override to succeed.

Transition Update: John Varitimos stated that he recently participated in a two-hour walkthrough with Thorndike, Bracken, Matt Page and Rosemary Barry and that progress is being made on the punchlist that the community has submitted to Thorndike to close out the transition. However, several items on the list have not been resolved and are still under discussion. Any unresolved issues will be referred to an independent inspector for resolution and both parties will be equally responsible for the related fees. Some items will have to wait until the Spring to be completed.

Dog Hitching Post: The Board declined to consider a request to install a dog hitching post near the mailroom due to provisions in our governing documents requiring pets to be on a leash and budget restrictions.

Tree Removal: Leslie Murphy moved to approve an estimate of $1,475.00 that has been submitted by Foster Landscaping to remove a tree on Ardmore Lane and several dead branches elsewhere for safety reasons. The motion was seconded by Doug Boyer and the work and the expenditure were approved by a vote of 5 to 0.

Pest Control Maintenance: Ron Savill announced that he has contacted both Plymouth Bristol and Shamrock Pest Control companies to obtain estimates for an annual rodent preventative maintenance contract. Shamrock has submitted an estimate to bait the community with 25 black boxes for $2,500 or $100/per box. In addition, a $500 charge will be incurred for each site visit as part of their proposal. No estimate has been received from Plymouth Bristol as of this date.

Owner Concerns and/or Comments:

Leslie:
Concerns with budget deficits for legal were expressed. Before voting on the ballot residents would like a categorization of how the money for legal was spent and why. Accountability for anticipated expenses and a balanced budget needs to be better considered by the Board. Operational controls must be put in place to ensure the potential for overruns don't occur again. An amendment increasing the 10K cap in our by-laws was discussed. A ramification of not receiving the 67% vote would be the community suing the Board of Trustees, but the claim would be go through our insurance company. This would result in a long and ugly process. The Board will determine if we should cut our losses for legal expenditures versus vying for some disputed items on the punchlist.

The vote on our landscaping and snow removal contract was questioned. Ron Savill reviewed this year's 125K landscaping contract with Groundskeeper which includes mulch and irrigation. We will be paying an additional estimated amount of 25K for irrigation repairs in 2020. The range we received for landscaping from the four bidders was between 135-150K. We spent $11,100 for snow removal in 2019 with Tomasi.

The Dartmouth Group calls the windows washing company several times a week to confirm a date when they can complete the work that was overlooked. They will continue with this effort. An outline of how The Dartmouth Group pays bills was given. It was suggested that more controls be put in place prior to paying bills in full. A step to add a Board member to approve all invoices could be made. The $5,600 allocated for window washing in 2019 went to our surplus.

Modification Requests:

240157 - 41 Walker Way – Landscaping Changes
Tabled - under review
240022 – 7 Danforth Lane – Landscaping
Approved (5-0)
239843 – 10 Gristmill Road – Porch Window Update
Approved (5-0)
239584 – 36 Danforth Lane – Porch Modification
Approved (5-0)
239520 – 4 Ardmore Lane – Screened Porch
Approved (5-0)
239295 – 7 Founders Way – Landscaping
Approved with conditions (4-1). Doug Boyer opposed. Conditions: homeowner's certificate of insurance to be submitted and rocks to be placed at the base of the buried drain to catch water runoff in the basin.
237930 – 19 Danforth Lane – Fence/Gate
Approved (5-0)
240469 – 38 Danforth Lane – Enclosing Screened Porch
Approved (5-0)
230612 – 30 Danforth Lane – Enclosing Screened Porch
Approved (5-0)
240485 – 21 Founders Way – Landscaping
Approved (3-1) Doug Boyer opposed; Leslie Murphy recused
240558 - 4 Danforth Lane - Landscaping
Approved (4-1) Doug Boyer opposed. However, that portion of the request concerning the removal of a tree on the top of the wall was denied by all.

Next Meeting - November 17, 2020

Adjournment

Motion made for adjournment by Mike Malone; Seconded by Leslie Murphy. The meeting was adjourned at 8:30 PM by unanimous vote.

Submitted to the Board of Trustees on January 13, 2021.

Leslie Murphy, Recording Secretary