



**Summer Reach Condominium Trust
Board of Trustees Business Meeting Minutes
Monday, April 18, 2022 at 4:00PM
Closed Meeting / Clubhouse Board Room**

Attendees: Paul Anderson, Gary Benink, Mike Malone, Leslie Murphy, Larry Sinsimer
Guests: Jon Willis and Mitch Johanson, RGR

Mitch introduced our new Property Manager, Jon Willis.

Financial Review

- Jon reviewed March financials with the Board.
- Financials will be posted to the RGR portal by the 15th of every month.
- The three Zoom invoices will be submitted to RGR to refund Carol Marshall.
- The CPA is reviewing the 2021 snow budget financials.
- RGR will contact Verizon since invoices are greater than the 2-year contracted rate.

Transition Update/Transition Funds

No report available.

Old Business

- a) Dryer Vent Cleaning: Dryer Vent Wizards were the approved vendor for 112 units at \$59/each totaling \$6,608. The 2022 budget is \$5,500. They will also offer cleaning the interior dryer vents at a personal cost to residents. RGR will work on scheduling for the May/June timeframe, if possible.
- b) Backup Generator Servicing: Williamson Pump & Motor was approved to inspect the generator one time per year at \$794.84. The budget is \$550.
- c) Lift station service plan: Last serviced March 31, 2022 and was in good standing. Discussion on eliminating one visit per year took place. The Board agreed to keep the three visits as scheduled for 2022.
- d) Modification Requests: Follow up with residents and maintaining the tracking sheet is taking up too much of RGR's administrative time. HOA may be billed in the future or a modification request nominal fee to residents may be imposed. This will be discussed at the June Annual Meeting.
 - Benink, 19 Founders – gate addition to fence. Approved 5-0.
 - Murphy, 23 Founders – paver platform for barbecue grill. Approved 4-0, with Leslie Murphy recusing.
 - Avitabile, 40 Walker – front porch modification, addition of steps to Billington style. Denied 1-4, with Gary Benink in favor. Design encroaches on Association common area. This decision is consistent with past requests and also alleviates a precedent should similar types of requests be made.
- e) Nunes Landscaping: Trees and other clean up update: Estimate for tree and brush removal behind Danforth Lane for \$3,500 and \$250 for stump removal was approved 4-1, with Leslie Murphy not in favor. Work will be completed no later than May 15, 2022.
- f) Landscape and Garden Committee Updates: Rabbit fencing around the perimeter of the garden is cost prohibitive, but a proposal to fence plots will be offered to gardeners. Clean up day will be May 14th at 9AM. Adding bluestone gravel at approximately \$300 was approved unanimously by the Board. An erosion proposal for fencing around the pool and garden areas was unanimously approved by the Board at a cost of approximately \$300. The erosion project is scheduled to commence on April 22nd. The Landscape Committee's list of projects were shared. A list of trees to be staked will be submitted to RGR for Tomasi. Tree scale has been reported on Danforth Lane.

- g) 46 Danforth Separation Issue Vote: The Association will cover the original estimate of \$1,200 for the Crack-X repair and send a check to Thorndike for the remainder of \$375 owed. This was approved by the Board 4-0 with Leslie Murphy abstaining.
- h) Siding at 7 Danforth: Correct address is 5 Founders. Denise Fillios siding, damaged by the 2021 fall storm, will be ordered and repaired.

New Business

- a) Pool Opening and Rules: Rules and opening times were unanimously approved by the Board. Edits will be made and an email blast will be sent out.
- b) Well work – connection for pool line: Rainfall's proposal for \$1,600 was approved unanimously by the Board to connect our line from the well to the pool shed to fill the pool saving a significant amount on our \$5K water bill. Work is scheduled on April 19th.
- c) Annual meeting: election and process: The Annual Meeting is June 14th at 7PM. RGR will confirm the contract with the venue. The Board will share documents used for past elections and will draft an email to be sent to residents. No votes will be shared with the Board.
- d) 6 Danforth Leak Update: A roofing company is required to evaluate this leak. RGR will follow up.
- e) Rosemarie Hanlon – Mold email: A response on behalf of the Board was sent. No further action required.
- f) Catch Basin Clean Out/Sink Hole: RGR will contact David Gabriel for both estimates.

Other Matters

The Board unanimously agreed the hillside from Walker Way to Founders Way will be cut once per year, rather than our contracted two times by Tomasi. The perimeter near the fencing and the wooded area will be cut at about three feet an additional time for pest control access. Should the rodent population become an issue, the Board agreed to reevaluate.

RGR will contact the insurance company they use to evaluate our umbrella policy that's up for renewal in September.

Adjournment

The meeting was adjourned at approximately 6:25PM by unanimous vote.

Submitted to the Board of Trustees on May 2, 2022.

Leslie Murphy, Co-Chair and Recording Secretary