

Minutes
Summer Reach Board of Trustees Business Meeting
July 31, 2023, 8:00AM

Attendance:

Board members: Gary Benink, Cathy Kelso, Larry Sinsimer, Paul Anderson, Mike Malone

Minutes:

- Approved 6/17/2023 Board Business Meeting Minutes (5/0)
- Annual Meeting June 13th Minutes in process (RGR)

Financial:

- T-Bills
 - o Interest (gain) – YTD July
 - 2023 Interest = 14,835.35
 - 2024 Interest =1,175.11
 - o Renewals
 - Approved (5/0) purchase future T-Bill(s) with higher rates for 52 weeks
- Monthly Financials presented by SR Treasurer, Larry, June approved (5/0)
 - o Approved (5/0) \$439.75 to Working Capital Reserve (for a total of fully funded 2 months Condo fees balance \$91,734; funds replenished did not include all of condo fee increase)
 - o Financial Contact at RGR (Ursula Rowan) for Treasurer
- Approved (5/0) Simplified Budget Summary listing with funds used and budget remaining
- Follow up by Treasurer - Reserve Account access options
- Investment considerations include current CD and T-Bill rates

Contracts:

- Landscaping & Snow Removal – started RFP (request for proposal) process
 - o Next two weeks: board review/update/finalize items listed in RFP
 - Use of weather.gov for snowfall; include clearing of heating vents & fire hydrants from snow as needed
 - Trees
 - o RGR will send finalized RFP to approx. 7 vendors

Committee Board Liaisons:

- Reviewing and updating as needed
- Reserve Committee
 - o Liaisons Larry & Gary
 - o August Meeting TBD
 - o Digital Criterium Report

Solar Panel Research:

- Study continues – pending summary
 - o Clubhouse electric 2023 through July = 2183.74 vs 2022 through July = 2365.18
 - o 2022 Clubhouse electric = 4265.08
 - o Leasing: coverage of clubhouse electric cost; no tax benefit

Lift Station Pump:

- Pump #2 board light indicator; company to provide plan
 - o Last two maintenance visits no problems identified

Asphalt Cracks & Line Painting:

- Obtaining additional quote from local company

Master Insurance:

- Renewal process started, pending proposal
- Insurance industry news - increased costs locally/nationally/globally

Drainage:

- 3 existing: 2 on Danforth Lane & 1 on Founders Way
 - o August date for pump install as approved
 - o Further investigation of water build up in irrigation boxes
 - o Pending quote for underground extension to drain toward the back
- 1 newer: underground drain problem resulting in window well water; investigation continues with temp drainage above ground
- Other small problems (via work orders) have been resolved

Communication:

- Chair will delegate Board replies as needed to: Ask the Board, trustees email, and RGR
- Approved (4/1) SR Newsletter proposal
- Use bulletin board in mailroom for additional updates

Danforth Entrance Sign Project Plan:

- Town of Plymouth permit & signage requirements
- Funded by donations
- Matching to SR name and logo on Walker Way entrance sign
- Pending communication & stakes input at the location

Clubhouse Library Rug Replacement Project Plan:

- Creating a project plan

Documentation:

- Inquire - should declarant be removed from SR documentation

Work Orders via RGR site:

- All work orders reviewed; most completed and a few in progress (includes 1 pest control for hornets)

Pool:

- Posted Pool Rules & Hours on the SR website
- Approved (3/2) Replacing Pool Door Lock (note, clear “c” button for code input error)

Trees:

- Pear trees with disease; several states ban them/Massachusetts not yet
- Approved (5/0) removal of 3 pear trees in pool yard; replace with plants

Fire Hydrant Flushing:

- Follow up with RGR; another nearby RGR managed property had this done

Modification Requests:

- Approved (5/0) the following five Landscaping Modification Requests
 - o 48 Danforth Lane
 - o 39 Gristmill Road
 - o 29 Gristmill Road
 - o 35 Gristmill Road
 - o 46 Danforth Lane

Meeting adjourned at 10:30AM.

Next Board Meeting Monday, August 21st, 4PM

Next Open Board Meeting Monday, September 19th (~~18th~~) – Insurance