

LITTLE MILL WOODS CONDOMINIUM ASSOCIATION MINUTES OF THE ANNUAL MEETING, October 19, 2019

Annual Meeting Minutes

- 1) Roll Call: The Board of Directors was represented by John Burt, Judy Sheridan, Yves Descoteaux, Tom Noll and Barbara Leclercq
- 2) Proof of Quorum: Pursuant to the Bylaws of the Association, quorum was established.
- 3) Review of Robert's Rules of Order: reviewed the Robert's Rules of Order pertaining to the Annual Meeting.
- 4) It was established by acknowledgement of everyone receiving the notice of annual meeting
- 5) Proof of Meeting: I, John Burt, President of the LMW Condo Assoc. Do hereby certify that notice of the Annual Meeting of Members of the Association was mailed postage pre-paid to each member of record in accordance with the Bylaws of LMW.
- 6) 2018 Annual Meeting Minutes: were approved unanimously.
- 7) Motion to Roll over Funds: A motion was made to roll over any available funds from 2019 to 2020. The motion was seconded and unanimously approved.
- 8) Treasurer's Budget a final budget was not provided due to ongoing negotiations with Landscape and Snow removal contractors— Some costs such as insurance are also going up. The Condo fee for 2020 may stay at \$285 per month or may need to go up slightly. A final budget should be available in 2-3 weeks.
- 9) Director's Reports:
Tom provided an overview of the LMW Web site
John detailed the following projects and tasks carried out in FY2019:
 - A lightpole was installed at the end of Valerie Ct. Landscaping was repaired.
 - Additional plantings were done replacing the fence
 - Leaf guards were installed to eliminate annual cleaning of gutters; this did result in some overflow issues that are being corrected
 - A new Bocce ball Court was installed. We also purchased a Toss across game.
 - Erosion control is ongoing in several areas including back of building 9
 - Front step blocks are being replaced as needed; we had to search to find a match to current blocks; it's not possible to get a perfect match.
 - John Parent did a significant amount of cleanup of community center
 - Power wash and replacing of bad deck boards continues
 - Exact boundary lines for property were establish for future projects

Other director comments:

Yves: Shutters are being repainted starting with the most faded ones this year. Kickboards were also painted.

He also noted that the community center is available for parties and other social activities. We will start having the center cleaned by a professional service regularly. 2 exercise bikes

are available to a good home or they will be junked since they are not being used. There is a group bowling on Saturday for anyone interested.

Thanks to Steve Paige and Gary Bouchard for helping with center maintenance.

Barbara: Deck staining and replacing boards continuing, some visual difference is expected due to weathering. Any repair issues should be sent to Barbara or any board member with a Maintenance Request Form.

Septics are pumped every other year. We have had some overflow issues due to residents not following rules (only 3Ps should be flushed). Our sinks are NOT garbage disposals and items like baby wipes and grease should be disposed in garbage. We have an agreement with the contractor to always have a board member present for emergencies due to some costs from unneeded services. Board is looking at a different vendor.

- 10) Elections: Barbara Leclercq was elected Director and Jody Lachance was elected secretary
- 11) New Business: none
- 12) Q&A

Questions were raised about getting a generator for the pump/water system. John Burttt discussed costs and options and is working with Hampstead Water. Yves mentioned the proposal from Palmer Gas for a community contract will be discussed. Questions were also raised about costs and usage of the community center but no motions were made.

Kathy Holland discussed her work getting dryer vents cleaned and offered to manage this process again. She also thanked people who worked to improve the rock garden (John Burttt & John Parent).

Meeting Adjourned at 11:10

Minutes recorded by: T Noll, secretary

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