

# Little Mill Woods Condominium Association

## Board of Directors Meeting Minutes

July 28, 2021

**Call to order:** Meeting was called to order at 5:30 pm.

**Present:** Jody Lyn LaChance, Barbara Leclercq, Yves Descoteaux, Tom Noll, Chris Roy

**Secretary Report:** Minutes from the June 16, 2021 board meeting reviewed.

**MOTION:** made by Barbara Leclercq to accept the meeting minutes as presented, seconded by Yves Descoteaux; Tom Noll and Jody Lyn LaChance, Chris Roy in favor.

**Treasurer Report:** Tom stated the budget continues to look healthy. Jody distributed expense report. Members reviewed current expenditures.

**MOTION:** made by Yves Descoteaux to accept the Treasurer's report as presented, seconded by Barbara Leclercq; Jody Lyn LaChance, Chris Roy and Tom Noll in favor.

### Existing Business:

- **2021 Edits to Rules and Regulations:** tabled until August 9<sup>th</sup>.
- **Power Washing/Staining Decks:** Power washing and staining of decks have been completed. Board replacement will follow this work. Schedule will be based on contractor availability.
- **Gutter Leaks:** Reported leaks on units have been repaired by Augi Construction.
- **Event Planning Update-** Kathy Deloge and other residents have met and planned a few successful events already including an ice cream social, game night (hosted by Diane Dore) and more. They continue to plan various events for anyone interested in attending. Please check out the board at the post office for the latest updates.
- **New Business:**
  - **Request to park at entrance:** Our neighbor on Little Mill Road, Crystal Menesses, has reached out (as requested by the board) to let us know that her annual barbecue is scheduled for this Saturday, July 31<sup>st</sup>, and is seeking permission for guests to be allowed to park at the entrance area of Christopher Drive. The board agreed to her request with the following condition:
    - That the cars park on the right side and far enough up that vision is not obstructed for others
  - **Drainage Issue continues at Building 9:** Jody reported that Marty Auger has looked at the ongoing problems with drainage there. He noted that the problem is not with the drain that was installed and recommended a plumber be contacted.
  - **Gutter Leak/Damage at 6 Valerie Court-** It was determined that improper installation of flashing material led to the leak at this unit. Some damage was noted in the interior. A claim was opened with our insurance carrier and an adjuster made a site visit. Augi Construction graciously re-arranged his schedule to make necessary repairs, which have been completed. A carpet company will do a site inspection on 8/4/21 to determination the level of water damage to a section of the carpet.
  - **Cars and noise concerns on Valerie (Bobcat) Way-** After concerns were raised, Jody spoke with developer Steven Doherty about the numerous cars parked on the road and the revving of engines during evening hours. Mr. Doherty is aware of the problem and has already spoken to the tenant and will continue to work to resolve the issue. He asked that we allow him to correct the situation but understands that if it continues we will need to take further steps to resolve.
  - **Street Sign-** It was noted that the town has been notified about the missing Christopher Drive street sign. It was also requested that a "no outlet" sign be added to the top of the replacement sign. We were informed that the town waits until they have a few signs to order due to the cost but will replace it as soon as possible.
  - **Felix Septic Repairs-** Repairs were made behind 1 Valerie Court and invoice was approved for payment by the board via email.

- **Broken Light on outside lamp posts**-The lantern light section of two lamp posts need repair. Yves will contact an electrician to schedule this work.
- **Garden Committee Proposal**- This committee presented a Landscape Beautification Project outline to the board. It encompasses several ideas and areas for improvement. After discussion, it was agreed that many areas including the front entrance and post office could benefit from additional plantings, rock/mulching, etc. Since we are almost in August, the board recommended that the committee focus on the area in front of the community center to begin their beautification efforts. Perhaps adding some annuals/perennials, along with small rocks in the front areas of that building would be a great start. The board would like to thank the members of the Garden Committee for their efforts in helping improve and beautify our community.

**MOTION:** made by Barbara Leclercq to authorize up to \$200 to the Garden Committee to begin their community beautification project, seconded by Yves Descoteaux; Tom Noll and Jody Lyn LaChance, Chris Roy in favor.

- **Dryer Vent Cleaning**-Since the contractor we used in the past to perform this service has retired, Kathy Holland has been researching other companies who perform this service. She sent the board some options for review. Members agreed that fire safety should be a top priority for all residents and were very appreciative to Kathy for looking into this for us. It is the hope of the board that this can be scheduled soon and that all unit owners take advantage of this important safety measure.

**Adjourn:**

**MOTION:** to adjourn made by Barbara Leclercq and seconded by Yves Descoteaux. Jody Lyn LaChance, Tom Noll, and Chris Roy in favor. Meeting adjourned at 6:30 pm.

The next Board meeting is scheduled for August 17, 2021 at 5:30 pm.

Respectfully submitted,

*Chris Roy*

Chris Roy, Secretary

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