

**Little Mill Woods Condominium Association**  
**Board of Directors Meeting Minutes**  
**February 8, 2023**

**Call to order:** Meeting was called to order at 5:24 pm.

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

**Secretary Report:** Minutes from the November 14, 2022 board meeting were reviewed.

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

**Treasurer Report:** Members reviewed the October, November and December budget reports and have worked with Evergreen Management to ensure accuracy. We are in good financial shape as we enter the new year. Condo fees are current. A copy of the December budget will be included with the approved board minutes sent to owners as requested at the Annual Meeting.

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

**Existing Business:**

- **Manhole Repair Work-** Repairs have been completed in front of 28 Christopher Drive.
- **Greener Days-** The board is waiting for the 2023 contract, which we should be receiving in the next week.
- **Fences Unlimited-** Due to a bookkeeping error at Evergreen, ordering of replacement fence for the damaged section was delayed. Payment was recently made, and the fence section has been ordered and will be installed soon.
- **Furnace Cleaning-** Palmer Gas will be out to service the furnace at the Community Center on March 7<sup>th</sup> between 11 am-1 pm. It was also noted that carpets were professionally cleaned at the center and a door mat was purchased as well.
- **Sale of 23 and 42 Christopher Drive-** Both units have been sold. A warm welcome to our newest residents Marjorie Marquis, 23 Christopher Drive and Peter and Beth Dawley, 42 Christopher Drive.

**New Business:**

- **23 Christopher Drive-** Request for installation of a whole house generator. The board ratified the electronic vote as follows.  

**MOTION:** Chris Roy motioned to approve the request using a licensed contractor; seconded by Barbara Leclercq; Yves Descoteaux; Jody Lyn LaChance, and Tom Noll in favor.
- **Roof Repairs-** Barbara confirmed that emergency roof repairs on 28 and 31-17 Christopher have been completed by Augi on 11/29/22 and 12/29/22. The board ratified the electronic vote made in November as follows:  

**MOTION:** Yves Descoteaux approved emergency roof repairs to be performed by Augi Construction; seconded by Chris Roy; Barbara Leclercq; Jody Lyn LaChance, and Tom Noll in favor.

- **Felix Septic**-In December Felix Septic fixed a clogged tank at Building #3 on 12/13/22 and a vent pipe behind Building #10 on 12/30/22. Members ratified the electronic vote made in December for this emergency work.

**MOTION:** Yves Descoteaux approved emergency work to be performed by Felix Septic; seconded by Barbara Leclercq; Chris Roy; Jody Lyn LaChance, and Tom Noll in favor.

- **Spring To-Do List**-Members discussed the list of repairs and preventative maintenance projects that will be scheduled this year. A walk about will be conducted in the spring to determine which units need specific repairs. The list includes: steps, pavers, decks power washing/staining, snow damage (owners will be sent a form to complete and send back to Barbara for snow damage), roof repairs, street cracks repair, power washing exterior units of mold, etc. It was noted that work will need to be prioritized and will be addressed based on safety/need, then cosmetic/want.

**Adjourn:**

**MOTION:** to adjourn made by Yves Descoteaux, seconded by Barbara Leclercq. Jody Lyn LaChance, Tom Noll and Chris Roy in favor. Meeting adjourned at 6:22 pm.

The next scheduled meeting will be held at 5:30 pm on March 15, 2023.

Respectfully submitted,

*Chris Roy*

Chris Roy, Secretary

LMWCONDOASSOC.ORG