

Little Mill Woods Condominium Association

Board of Directors Meeting Minutes

July 22, 2020

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

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

Secretary Report: Minutes of the Meeting of 6/17/2020 were reviewed by the Board. Barbara requested the section under deck work evaluations read as follows:

“Barbara reported on the walk-about conducted by herself, Yves, and Jody. After discussion it was agreed to schedule power washing/staining for units 1,2,3, 10. Work will include open decks/stairs and post/beams on enclosed porches. Jody will work on securing contracts for board repair/replacements for units 1,3,4,6,9, 10.”

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

Treasurer Report: Condo fees continue to be current. Tom distributed his report and reviewed expenditures for June. He noted taxes have increased significantly because of our CD and changes in tax laws. He reiterated that the trash line will be over budget because of the rate increase we received this year. Jody also presented members with an expense spreadsheet.

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

Existing Business:

- **Mr. Doherty, Developer at Valerie Way:** We have received and deposited the \$2,000 check from Mr. Doherty, his contribution towards the cost of the gate on Valerie Court. Members met with a project manager from Fences Unlimited to review the project. Jody noted a deposit check has been sent to them so that the order could be placed, and work scheduled. This work will be completed late summer/early fall after they receive the gate from the manufacturer.
- **Deck Work Evaluations:** Due to a surge in home projects during Covid-19, we have been informed from several retailers that there is a shortage of pressure treated wood, and most have none in stock. Any product that can be found is being sold at a significantly higher price making it cost-prohibitive. The board agreed to wait until next year to replace any pressure treated boards. Plans for power washing and staining will move forward.
- **Damaged Stringers-**Barbara and Yves reported that repairs are needed at 4 Valerie Court and 26 Christopher Drive. For safety reasons, it was agreed to get this work completed as soon as possible.
- **Blocks and Pavers:** Overall, there are 21 blocks (inclusive of steps and walls) that need replacing. There are pavers that need replacing as well. It was agreed to start by looking at replacing the blocks. Auger will be contacted for input on how best to proceed. Pavers were tabled until a later time.
- **Petra Paving Update:** Driveway sealing has been completed and looks great. It was noted that Petra Paving offered to do the area in front of the post office at no charge while they were there. They will be coming back to paint the white line at the end of Christopher. Jody will notify residents once a time has been determined.
- **Septic cleaning:** Work has been completed and Barbara is working with Felix Septic on a final invoice. Routine work will come out of the maintenance account while emergency repairs will come from the reserve account.
- **Scotts Painting-** The quote for staining/power washing 15 units was reviewed. Payment for this will come from operating budget.

MOTION: Chris Roy motioned to accept the quote for power washing and staining submitted by Scotts Painting. Barbara Leclercq seconded, and the motion passed unanimously

- **Certificate of Deposit account with Evergreen**-Tom noted that Jody Lyn LaChance has been added to this account.

New Business:

- **Relocation of Drain Pipe**- Members discussed the drainpipe issue at 30 Christopher Drive. Auger provided a quote to relocate the pipe. Funds will come from the reserve account.

MOTION: to proceed with Auger performing work to relocate pipe at 30 Christopher Drive was made by Yves Descoteaux and seconded by Chris Roy. Barbara Leclercq, Jody Lyn LaChance, and Tom Noll in favor.

- **Hand Rail request at 18 Christopher Drive:** Maura Pennisi has requested she obtain approval for the installation of a hand rail at her residence to assist with mobility and safety issues when entering and exiting her home. Maura submitted the request along with sketches for a white iron railing. After a brief discussion, it was agreed to meet with Maura at her home to review, as members had questions on how it would be secured into the ground (and step) to ensure the safety of those who use it.
- **Rodent and bee hive control issues:** There is no reference in the rules nor by-laws regarding the condo being financially responsible for pest control. After discussion, it was agreed to defer until next meeting. Members were asked to be ready to provide input next month. A rep from Critter Control will be out on July 27th to look at the issues some owners are having with chipmunks. This is a no-cost assessment service call.
- **Auger: tree pruning & trimming-** This work will begin throughout the development during the week of July 27th.
- **Tree Removal-** The rotted tree has been removed at 11 Christopher Drive. That expense will come from the reserve account.
- **Annual Meeting:** As previously noted, this meeting was confirmed for Saturday, October 24th at 10 am at the Sandown Town Hall. Based on the possibility of COVID-19 surges in the fall, other arrangements may need to be made. Town officials stated we should check back in early October to confirm that it is still available. If the town hall does close again, options for the Annual Meeting include but are not limited to hosting it outside in the cul-de-sac area or via Zoom meeting. It was noted that the President and Treasurer's terms expire this year.
- **Preparation of 2021 Budget (draft) to be discussed at September meeting-** Jody reminded members that it's time to start pulling numbers together for next year's budget. Members will work on this in August and approve at the September meeting.

Next Meeting: The next Board meeting is scheduled for Wednesday, August 19th at 5:30 pm.

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 6:55 pm.

Respectfully submitted,

Chris Roy, Secretary.

LMWCONDOASSOC.ORG