

Longmeadow Condominium Association
Minutes of Board of Directors Meeting
October 15, 2013

Board Members Present: Ruth Nappe, Bette Carlson, Kit Kaolia, Maureen Pasko, and Arin Hayden of Levey Miller Maretz.

Meeting commenced at 7:06 PM

Motion to approve meeting minutes from September 2013 with corrections made by B. Carlson, 2nd by L. Sivek **Motion Passed**

Board reviewed Longmeadow Condo Association Operating Principles, revised 4/19/06.

Discussed Ground and Maintenance Committee and minutes have been requested from this group. Board recommends that all committees follow Roberts Rules of Order and submit minutes for all proceedings.

Motion make by L. Sivek that any committee is overseen by the Board of Directors and must provide minutes to the Board prior to any approval of committee proposals. This is in line with Board efforts to offer transparency to unit owners regarding spending of Association funds. 2nd by B. Carlson, **Motion Passed**

Property Manager Report, Arin Hayden, Levey, Miller, Maretz:

- 40 SW closed today with approximately \$4,000 expected from Probate
- Board owes Bob Austin approximately \$35,000 for extra work completed on 35-47 GW which was unexpected
- Capasso was approved for Snow Contract via email for \$41,157
- Elevation Certificates have been received for 19-35 JD and 61-71 JK and each building is over 12 feet so letter will be requested regarding change in map. 37-49 JD has one corner which falls below standards for insurance. Board to plan to possibly increase elevation of that portion to hopefully avoid additional flood insurance fees
- 85SW continues to report concerns regarding muskrat problem. Board discussed possible solutions and will research options to deal with this issue.
- There have been recycle bin complaints of unit owners leaving them outside the front of their units. Discussed Association guidelines and will follow up and ask unit owners to move.
- Discussed flowers/planters hanging on 25SW and 75SW as complaint by unit owner. Arin agreed to review guidelines for clarification and follow up as needed
- Quotes provided from Bob Austin regarding fencing behind GW units for playground: Spruce \$4,840 + \$1540 (install); Cedar: \$5,838 + \$1840 (install). Board will consider for future projects.
- Painting for four buildings at a cost of approximately \$21,000. Board discussed plan to get bids for the painting jobs prior to making any decisions.

- Discussed ongoing high water pressure issues in buildings and how Board can cost effectively fix this ongoing problem due to concern for damage to pipes over time. Board discussed plan to put a reduce/gage on one building to see how it affects others and determine follow up plan after this fix. Arin to get prices from plumbers.
- Board discussed plan to make a snow removal priority list for the contractors for those with physical/medical issues who may need to get out of their units following significant snow fall. Names provided to Arin with plan to post on website to determine who might need to be added to this list

New Business:

None

Old Business:

- Board discussed follow up on violations from previous walk through will plan to follow up before winter. Arin to email list to Board members
- Garden Rules to be reviewed/updated Nov/Dec 2013

Treasurer Report, Liza Sivek:

Beginning Balance September 2013: \$141,474.91

Misc. Income: Insurance Rebate \$1,052.00; Insurance Rebate \$580.00; Insurance Rebate \$78.00; Re Sale 40SW \$15.00; Club House Rental \$200

Collections: Budget Assessment: \$4,208.85; Common Fees \$59,239.77

Adjustment: Bank interest \$6.70

Disbursements: \$133,538.83

Total Balance September 2013: \$73,316.40

Checking: \$73,316.40

Milford Bank: \$127,078.57+\$16.19 (interest) \$127,094.76

All balances agree with the bank and Levey Miller Maretz.

Remainder of meeting spent discussing 2014 budget. There was a lengthy discussion of utilizing special assessments vs. increase in common charges. Discussed projecting the budget for the next five years to provide unit owners with the long term planning which needs to occur. Board discussed putting together a PowerPoint presentation to explain financial issues to unit owners. L. Sivek to work on PowerPoint. After much discussion and need for additional information, a plan was made to continue to work on the final budget via email.

L. Sivek made a motion to adjourn the meeting at 09:46 PM. B. Carlson 2nd. **Motion Passed.**

