

# RENIHAN MEADOWS CONDOMINIUM ASSOCIATION

## MINUTES

### KILTON LIBRARY

**April 18, 2018 5:00 PM**

1. **The monthly meeting** of the Renihan Meadows Condominium Association Board of Directors was called to order at the Community Room of Kilton Library- by Paula Bettis – President, at 5:00 PM on April 18, 2018. Present for the meeting were Richard Balagur, Paula Bettis, Marge Decato, Peter Licciardi, Carol Greene, Richard Tracy and Dawn Maddaline. A quorum was present. Also present was Property Manager- Ray Stanford and Project Manager- Brian Roy- DKM Consulting.

Brian Roy- Paving project manager discussed with the Board the final wrap-up of the paving project. Items included: a) Fixed Motor cycle spaces at each building (not shown on the plan). Take one of the VP spaces adjacent to lawn area. b) Fixing parking space numbers and lines by unit 79 & 80. d) Repainting curbs and speed bumps. e) repave the transition onto Mascoma Street extension. f) Add hard pack to building 6 dumpster area adjacent to pavement. g) Inspect pavement area near building 1.

Other projects: Roofs: a) Buildings 3 & 4 have roofing to do on one side of the roof in the next couple years. b) Unit 113 needs an additional truss installed.

Items for Next property Manager: 1. Fidelity Insurance- (included in Moseley contract - \$350,000)

2. Discussion of having a fulltime/part-time basic services person.

2. **Minutes:** a) The minutes of the Regular March 28, 2018 Meeting of the Board were reviewed.

On MOTION made and seconded the minutes were UNANIMOUSLY APPROVED as presented.

3. **Financial Report:** The March 31, 2018 Financial Report was reviewed. Operating revenues: \$63,282 vs budget of \$60,897. Capital Income of \$57,913.42 vs budget of \$ 52,633.03.

Capital expenses have been \$8,867.39. The majority of these expenses have been replacement of components for the fire alarm panels which have failed.

These panels will eventually need replacement as they are no longer manufactured. MOTION to

APPROVE the FINANCIAL REPORT WAS MADE & SECONDED. APPROVED UNANIMOUSLY

Several of the residents have paid the snow removal fines. Other items: i) Irving needs to be contacted by the Board prior to June 30<sup>th</sup> to “lock-in” the propane rate for ’18-’19 heating season. Richard Balagur agreed to contact both Irving and Dead River for rates. ii) The Board discussed the Moseley proposal for Financial Management which was in the packet. No action was taken. It will be reviewed. MOTION to APPROVE the financial report was made and seconded. PASSED.

4. **Phone Log** - The phone log since the last Board meeting thru April 17, 2018 was reviewed. On a MOTION made and seconded the Phone log was UNANIMOUSLY APPROVED.

5. **Wetland Erosion Problem:**\_\_The Board approved at the March meeting the Engineering Ventures recommended approach to the drainage canyon behind the playground. \$1,500 to have Engineering Ventures do a wetlands identification of the area to determine the extent of those wetlands. Engineering Ventures is scheduling this work.

6. **Fuel Plan:** The Board needs to be contacted fuel vendors by June 30, 2018 to arrange for a new fuel plan. Richard Balagur agreed to contact both Irving and Dead River for bids.

7. **Financial Management** - Moseley has provided a proposal for financial management after the current contract ends on May 31, 2018. The proposal was included in the Board packet for this meeting. The total cost for financial management by Moseley would be \$1,500/mo. Other prospective service providers will be asked to provide references and what their proposed package of work includes for us. Richard Tracy will meet with Moseley folks in the next few weeks.

8. **Maintenance Items:**

a. Security lights at dumpster have been requested from Schaal Electric similar to those on the buildings.

b. Sump pump in the common area between buildings 3 & 4 needs to be serviced. It sounded alarm during the past month.

c. Bird feeders must be put away for the season to avoid attracting bear. No feeders between April 1<sup>st</sup> and November 1<sup>st</sup>. Failure to comply - \$25 fine. MOTION APPROVED 2 ABSTAINED.

d. Steps to rail trail were discussed. This will be explored with TNT.

e. Mail box light/bulb replacement is needed.

f. Flower boxes by the sign need to be painted before flowers planted.

g. Painting all the entrance steps is a priority for this year. Put the color on the website.

- h. JP Pest Service for exterior of unit 79. Moseley will contact JP to work with P. Bettis for inside (owner expense).
- i. #79 Parking. The issue of parking space numbering as it relates to unit 79. The Board approved #79 using the visitor parking to mitigate the parking situation at #80's steps.
- j. MP parking needs to be designated. DKM will work with Board to get this done.
- k. The Board Agreed that there should be a \$15/motorcycle charge if it is a 3<sup>rd</sup> vehicle. MOTION MADE & SECONDED. PASSED UNANIMOUSLY

**Adjournment-** There being no further business the meeting on a MOTION was adjourned at 6:45 PM

Next regular monthly Board Meeting is on May 23, 2018 at 5 PM. Kilton Library Conference Room.  
Regular monthly meetings will be held at the Kilton Library at 5 PM on the  
4<sup>th</sup> Wednesday of each month. Confirm availability of either Conference Room or Community Room-  
Reserve on-line at the Kilton Library website.



Ray Stanford - Property Manager- (prepared from notes provided by Secretary – Marge Decato.)

Moseley Associates, Ltd. - Managing Agent