

Locust Hill Board of Directors - Meeting Minutes August 8, 2007

The Locust Hill Board of Directors held a meeting on Wednesday August 8, 2007 at 6.00 p.m. in Unit 367.

Present were: Lynn Bates, Debra Vogl, Darren Brochu, Chris Russell, Sharon Bovaird, Board of Directors.

Home owners present: Doris Jewell, Rita Lyons, Keith Kessler

Contractors present: Chris Flanigan

Christiane Maisch represented Appletree Bay Property Management.

The meeting was called to order at 6.00 p.m.

ADMINISTRATIVE

Meeting Minutes were reviewed and accepted.

Meeting Minutes are available by accessing the Association's website

www.locusthillcondoassociation.com

FINANCIALS

The July 2007 Financial Statements were reviewed and accepted. A preliminary budget was reviewed and discussed in detail.

Bank Loan

The Board of Directors approved Lynn Bates to sign the commitment letter from the bank.

MAINTENANCE

Pool Cover

Appletree Bay Property Management followed up on a bid for a new pool cover. The old cover is destroyed. The new cover would be a mesh cover and last for a long time. Chris Flannigan will check with Pool Tech on another bid as well as a bid for next year's service.

Bldg. 262-276

The Board of Directors discussed the progress on the project in this bldg. It is on schedule and going well overall. There was discussion about a perimeter drain around the foundation of this bldg. but the installation of commercial gutters should be considered first in order to prevent and divert the standing water around the foundation in this bldg. The elevation may be raised in order to help divert the water away from the bldg. The foundation in this bldg. is cracked in several areas and is a serious concern. Unit 270 has repeated mold problems in the basement area which needs to be addressed again. However, the exterior / drainage project needs to be completed first before the interior issues can be addressed.

Drainage

Chris Flanigan met with the Excavator on site for another walk around to discuss the drainage at Locust Hill. He picked up the "as-builts" from the town which is very helpful in order to determine the needs and doing extensive research comparing them to the drainage master plan from the engineer. The final bid is expected next week and the Board is hopeful that this project might be completed before the end of 2007.

Potholes

Some of the potholes around the property are in bad shape and should be filled again. Appletree Bay Property Management reminded the Board that they are being filled twice a

year. The snow plowing company requires to have them filled otherwise it damages their plowing equipment. Chris Flanigan suggested having them fixed properly by cutting out the area around the pothole and patching them not just filling them with cold patch. It is a little more expensive (numbers expected next week) but it will last much longer and save money in the long run.

Master Repair Plan

Chris Flanigan is working on hard numbers for the master repair list. The list is essential in order for the Board of Directors to make decisions and approve work. The priorities will be the same as those outlined at the Unit Owners' Special Meeting on July 11 - attic, ventilation, insulation, fire walls, drainage, roofs, etc. Chris Flannigan pointed out other areas of concern including several garages that may have to be replaced. The Board discussed several other projects in detail, but no decisions will be made until the priority list with pricing, and a master repair list are completed. Once completed, these lists will be available to all unit owners. Appletree Bay Property Management and Chris Flannigan understand but pointed out that this is a big project and if done properly, both lists will take some time to complete. He hopes to have all or most of both lists complete and to the Board by Wed., Aug. 15. Appletree Bay Property Management informed the Board that all projects being worked on from now on should be inspected by Chris F. before payment is issued in order to be sure that the project was done properly, otherwise there is no guarantee that the job was done efficiently. This will give the Association an extra layer of protection and it is worth the investment. The Board agreed.

Dumpster

The Board of Directors asked Appletree Bay Property Management to contact GW Savage and ask to have the dumpster in front of unit 262-276 removed. It is completely filled. Residents are reminded that this dumpster is for construction debris only, and not to be used as a personal dump container.

Gutters

All gutters were cleaned and spot checked after being cleaned. The gutter cleaning will be placed on an annual maintenance schedule.

NEXT MEETING

The next board meeting is scheduled for September 12, 2007 in unit 367 at 6 p.m.

ADJOURNMENT

Having no further business, the meeting was adjourned at 8.30 p.m.