

Locust Hill Board of Directors - Meeting Minutes October 10, 2007

The Locust Hill Board of Directors held a meeting on Wednesday October 10, 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, Michelle Paskevic.

Contractors present: Chris Flanigan

Christiane Maisch represented Appletree Bay Property Management.

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

ADMINISTRATIVE

September Meeting Minutes were accepted.

Meeting Minutes are available by accessing the Association's website

www.locusthillcondoassociation.com

FINANCIALS

The September 2007 Financial Statements were reviewed and accepted. A preliminary October Financial Statement was distributed. The preliminary budget was again reviewed and discussed in detail.

The Board of Directors reviewed current expenses and signed checks for payment.

Bank Loan

The loan closing is scheduled for Monday, October 15, 2007 at 4 p.m.

The following amendment to the by-laws was approved (38 by proxy / 6 in person):

Article III, Section 3.02 (s) is added to read as follows: "(s) Pledge and assign the Association's rights, including without limitation, the right to receive income and the rights to lien, collect and enforce the assessments and special assessments against the Unit Owners, as collateral for borrowing by the Association.

MAINTENANCE

Stormwater Drainage / State of Vermont

The State of Vermont performed a random inspection of some sites in Shelburne who have an active storm water permit. The State of Vermont demanded a visit with the Association to discuss several concerns. There is concern how this might affect the current master drainage plan. The visit is scheduled for October 19th.

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.

Master Repair Plan

Chris Flanigan will be presenting a master repair list next week. 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 need extensive repair work.

Sewer Back Up

Units 411-417 experienced a sewer back up due to a collapsed sewer main line. The line was repaired within 2 days. The current sidewalks were put back temporarily. They can not be reused; sidewalks are poured in place.

UNIT OWNER ITEMS

Unit owner items were reviewed and discussed. All pending requests must be carefully reviewed and prioritized once funds of the loan become available.

Unit 289 - The unit owner requested approval to replace the back patio door at the unit owners expense. The unit owner proposed a slider vs. a French door. The Board would like to review more specific information / detail before authorizing the work. The Board of Directors informed the unit owner that the replacement door must be the same size as the current door.

OTHER BUSINESS

Parking

A unit owner requested that the Board of Directors enforces the parking rules & regulations. Some residents are in violation and even park on lawn areas. The Board of Directors will discuss "Parking" at the Annual Meeting as well.

The unit owners of 419-425 are reminded not to park in front of their garages as it causes problems for the school bus that picks up children at Locust Hill. The school bus already got stuck once when he tried to drive past those cars. The driver threatened not to pick up the children at Locust Hill any longer if the cars (specifically in this area 419-425) continue parking in front of the garages. We appreciate your cooperation.

Appletree Bay Property Management Contract

The Board of Directors reviewed a proposed 3 year management contract. The Board of Directors previously requested one additional meeting per year (12 meetings per year plus the annual meeting) and would like to have the meeting times reflect 2 hours per meeting. Additionally, the Board asked that Christiane Maisch be the assigned Property Manager for Locust Hill. There was discussion about a 5 year long range plan. Appletree Bay Property Management informed the Board of Directors that at this point it is not possible to establish an intelligent document reflecting a 5 year long range plan due to the many unknown costs associated with several repairs. As soon as this information is available and the Association is getting to a point where the most serious concerns are prioritized, a long range plan can be established with the direction of the Board of Directors.

Carbon Monoxide / Smoke Detectors

Condos are classified as public buildings. For complexes with three or more living units, the co units must be electric with battery backup and must be hardwired into the buildings electrical system. The detectors must be installed outside and in the immediate vicinity of sleeping areas. **If you have current electric smoke detectors outside of the sleeping area, then these detectors can be changed to a combination co/smoke detector providing that they are of the same brand** as the other smoke detectors in the residence.

Battery operated detectors are not allowed. **If you have battery operated smoke detectors only**, then the installation of the new detectors must be installed following the new apartment building requirements. The requirements for condos come from the New Apartment Chapter of the Life Safety Code. It states that **electric with a battery backup smoke detectors must be installed on all levels, outside and in the immediate vicinity of sleeping areas and in all sleeping areas.**

If you are requiring additional information or clarification, we ask that you contact the Division of Fire Safety directly at Tel. 802-879-2300. You may also visit the website www.vtfiresafety.org

The roofing repair work and the recent sewer back up were discussed in executive session.

NEXT MEETING

The next board meeting is scheduled for November 14, 2007 in unit 367 at 6 p.m.
The Annual meeting is scheduled for November 15, 2007 at 7 p.m. at the Travelodge Motel on Shelburne Road.

ADJOURNMENT

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