

# **Locust Hill Condominium Association 2007 Annual Meeting Minutes November 15, 2007**

The Locust Hill Condominium Association held its Annual Meeting on Thursday, November 15, 2007 at 7.00 p.m. at the Travelodge Hotel on Shelburne Road. The meeting was called to order at 7.05 p.m.

Twenty (20) units were represented either in person or by proxy.

**WELCOME & INTRODUCTIONS:** The Board of Directors introduced itself. Present were: Lynn Bates, Darren Brochu, Chris Russell, Deb Vogl, Sharon Bovaird. Chris Flanigan represented Team Arrowhead Construction. Christiane Maisch represented Appletree Bay Property Management.

## **ADMINISTRATIVE:**

The Board of Directors is encouraging the Locust Hill Condominium Association website to access general information such as meeting minutes etc. Please visit the website [www.locusthillcondoassociation.com](http://www.locusthillcondoassociation.com) on a regular basis.

**2006 ANNUAL MEETING MINUTES:** The 2006 Annual Meeting Minutes were unanimously approved 2 amendments to the original draft.

## **BOARD REPORT ON HIGHLIGHTS OF THE LAST TWELVE MONTHS:**

The Board of Directors received a property drainage plan from the engineer and the plan was to start the drainage work in early spring 2007 after soliciting several bids for the project. The project was then put on hold due to the Valentine's Day Blizzard causing significant water damage in one building (#262-276). During the repair project additional concerns were revealed that could potentially apply to other buildings. The Board is actively pursuing options of recourse in several areas which can not be discussed until more information is available.

The contract for rubbish removal was put out to bid and awarded to a different contract, resulting in substantial annual savings.

The pool needed some repairs due to improper winterization in 2006. In addition, a ladder was replaced and a new cover was purchased.

A garage sale & BBQ was held on June 30<sup>th</sup> which was a fun filled and successful event.

The Board of Directors thanked Doris Jewell for establishing the swap / recycling garage. A written report from Doris was made available to those present and is attached to and made part of these minutes.

A Special Meeting of Unit Owners was held in July to receive approval from homeowners to get a \$400,000 line of credit to fund several important projects. The loan was approved.

Administrative procedures were strengthened, including the Board reviewing and signing checks for expenditures on a monthly basis, and the renewal of the Association's trade name registration.

The contract with Appletree Bay Property Management was renewed for 3 years. The Board of Directors thanked Christiane Maisch for her help and assistance.

The Association's parking rules & regulations were revised.

**REPORT FROM CHRIS FLANIGAN, ARROWHEAD CONSTRUCTION:**

Pictures of broken and free dangling trusses in the attic space of some of the buildings were shown. The snow load of the past winter caused significant damage in at least 4 buildings, potentially more/all buildings. Chris is working with an engineer who is concerned that there is not enough support. The buildings that previously had metal roofs seem to present the most immediate concern as those roofs were replaced with asphalt roofs which is much heavier. Some of these repairs are already underway. The repairs are ongoing and being documented in great detail. In case of heavy snow fall before all repairs are complete, the roofs must be shoveled / cleared off snow in order to reduce the weight of the snow.

The drainage work on the property will begin on November 16, weather permitting. It recently came to light that Locust Hill was built on a class II wetland. The State of Vermont did a random inspection of Locust Hill and noted some violations regarding the existing/active stormwater permit. The violations will be addressed and fixed during the drainage work to ensure Locust Hill is in full compliance. Chris Flanigan met with the Act 250 and wetland department to get their blessing on the project. There will be some disruption during this project with extra equipment on the property perhaps affecting parking. Reclaiming some of the drainage swales will result in the loss of trees and other plants (including some gardens) which have grown or been planted in these common areas. The swales will need on-going maintenance in order to keep them working as they should in the future.

**BUDGET:**

Treasurer Chris Russell presented a revised budget that reflected a 3.5 % increase in the monthly dues due to cost of living / expenses going up and a special assessment of \$64.00 per month (loan pay back). Capital expenditures were discussed in detail. There was discussion that the proposed 2008 reserves are very low and the hope is to get some money back from the roofer / original builder but this could take time. The Board of Directors confirmed that expenditures need to be watched closely. Unfortunately, garage doors can not be replaced unless absolutely needed or if there is a safety concern.

Homeowners will have the option to pay off the \$64.00 per month (10 year term) special assessment at once as soon as the loan converts to a fixed loan. The conversion will take place after 1 year line of credit being available to the Association. The loan does however adjust after 5 years.

The insurance premium and different insurance carriers were shopped but due to the loss in February, no offers were received. In order to successfully and aggressively shop for a better premium and possibly a different carrier, most carriers require no losses for a period of 3 years.

**ELECTION OF BOARD MEMBERS:**

Board Member Deb Vogl announced that she will stay on as a non-voting member. Kristin Clark (Unit 116) was nominated and elected to join the Board of Directors. The officers will be elected at the December board meeting.

		Term Expiration
PRESIDENT	LYNN BATES	2008
VICE-PRESIDENT	DARREN BROCHU	2009
TREASURER	CHRIS RUSSELL	2009
SECRETARY	SHARON BOIVARD	2008
BOARD MEMBER	KRISTIN COOK	2010
NON-VOTING MEMBER	DEB VOGL	2010

**PARKING:**

The Parking Rules and Regulations were distributed and a reminder about winter parking was given. In addition, the Board noted two particular areas of concern with regard to parking and asked unit owners to adhere to the parking rules. These are: parking in front of the Unit 419-425 garages and the consistent use of visitor spaces by owners in the area of Units 214-236. The parking in the Unit 419-425 garage area is interfering with the school bus and creating a hazard. If this continues, the bus may no longer be able to drive around the circle and may have to find an alternative stop. The unit owners are asked to voluntarily address these concerns and be considerate neighbors.

**OTHER BUSINESS:**

The Board requests that any owners who have any historic information that may be helpful to contact any Board member with it, particularly, the Board is interested in any agreements that may have been made over the years with the original developer and/or contractors.

Unit owners are asked to report any problems although they might not get done immediately, it is imperative to know so it can be put on a list and prioritized.

**ADJOURNMENT:**

Having no further business, the meeting was adjourned at 8.25 p.m.