

Locust Hill Board of Directors - Meeting Minutes December 12, 2007

The Locust Hill Board of Directors held a meeting on Wednesday December 12, 2007 at 6.00 p.m. in Unit 367.

Present were: Lynn Bates, Darren Brochu, Chris Russell, Sharon Bovaird, James Wildish, Kristin Cook, Board of Directors.

Homeowners present: Ed Hughes, Chantal Lapierre, Leslie Anderson.

Contractors present: Chris Flanigan

Christiane Maisch represented Appletree Bay Property Management.

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

ADMINISTRATIVE

The November and Annual Meeting Minutes were accepted.

Meeting Minutes are available by accessing the Association's website

www.locusthillcondoassociation.com

Election of Officers

PRESIDENT	LYNN BATES
VICE PRESIDENT	DARREN BROCHU
TREASURER	CHRIS RUSSELL
SECRETARY	SHARON BOVAIRD
BOARD MEMBER	KRISTIN COOK
NON VOTING MEMBER	JAMES WILDISH
NON VOTING MEMBER	DEB VOGL

FINANCIALS

November 2007 Financial Statements were reviewed and accepted.

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

MAINTENANCE

Roof/Attic Concerns

When the \$400k loan was approved, the Association did not know about the broken and free dangling trusses in the attic space of the buildings. It is still not known whether only 5 buildings are affected by this or whether it affects all buildings. While walking in the attic space, some of the ceilings on the interior of the units are "spider webbing" and showing cracks. This is a concern since this is unavoidable but will again add cost to the project since the interior of the units need work after the roof/attic work is completed. Due to this reason, the other buildings haven't been inspected yet. The projected cost to fix the trusses is estimated at \$3,000 per unit. This is concerning since the loan amount won't cover all the projects that needed attention. The Board of Directors will carefully review and prioritize any and all projects moving forward.

Insulation

Most units are not adequately insulated. The Board of Directors considered different scenarios but agreed after some discussion that the unit owners are responsible for adding additional insulation if they choose to do so.

Drainage

The drainage work is progressing and is about 75% completed. The contractors are currently waiting on some 'digsafe' markings and should be 90% completed in approximately two weeks. The remaining work (e.g. grass planting) must wait until the spring. Chris Flanigan is

still working with the State of Vermont on the two basins that the State of Vermont considered to be under violation. One basin near unit 415-419 has been repaired and cleaned out. The other basin near unit 365-369 is awaiting Jim Howely's plan (drainage engineer) in order to proceed forward. Once this work is completed, the basins should be on a maintenance schedule every 3 - 5 years. Residents are reminded that gardens can and may not be plant on existing swales.

There are many cables either on the lawn or just below the lawn which makes it very challenging to excavate and as a matter of fact is not the appropriate way for utility companies to lay their lines. Chris Flanigan is in touch with Comcast trying to resolve this problem.

While digging a swale behind unit 262-276 the contractors discovered an existing perimeter drain. Therefore, a new perimeter drain doesn't need to be installed saving the Association money. The existing swale was completely plugged and covered with landscaping fabric / plastic. Water shot out as the line was jetted and the drain is now fully functional. This should help alleviate the wetness on the back of this building.

Sewer back up 411-417

There was a recent sewer back up affecting units 411-417. Chris Flanigan and P&P Septic found that that a "T" pipe was laying wrong below the ground (this seemed to be an original pipe) and the blockage wouldn't go past the "T" while augering. A new clean out was installed and the contractors augered from the outside in which seemed to fix the problem.

Snow plowing

The Board of Directors discussed snow plowing and requested that Appletree Bay Property Management contact Levinsky requesting that they do a better or more diligent job. Levinsky subbed out the plowing to a company called Green Thumb and did not inform anyone. Appletree Bay Property Management will try to obtain insurance certificate from Green Thumb through Levinsky.

UNIT OWNER ITEMS

Unit 270 - The Board of Directors authorized to have this garage door replaced as it is a serious safety hazard.

Unit 291 - The unit owner requested that the ceiling in the unit be replaced. It was damaged due to a leaking roof a few years ago (the Association was never informed about the damage until the unit just recently sold). The Association approved the request a few weeks back and Chris Flanigan will schedule the work in the New Year.

Unit 367 - The unit owner discussed having to replace the operating mechanism (gear) of the garage door. This is a unit owner's expense and the unit owner agreed. There was discussion that the website forum could be used passing on and sharing information. For example, the unit owner had a good experience with Limoge & Sons and would like to share this information.

Unit 210 - The unit owner reported that there is still visible mold in the garage and that there is a crack in the garage back wall. The Association will add the mold to the "to do list" but can't commit to a specific completion date at this time. Many garages show deficiencies but due to the recent findings with the broken trusses, the Association must consider work on the units first.

OTHER BUSINESS

Parking

The unit owners of 419-425 are reminded once again 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. The Board of Directors will install a sign (tow away zone) in the near future in this area.

There was a parking complaint involving two units. The Board of Directors requested that Appletree Bay Property Management invite both residents to discuss this matter at the January 9th board meeting.

EMERGENCY NUMBER

If you have a maintenance emergency, you must contact Appletree Bay Property Management at Tel. 863-6940. There is an after hours answering service which will page out "real" emergencies (e.g. sewer back up).

NEXT MEETING

The next board meeting is scheduled for January 9, 2008 at unit 367 at 6 p.m.

ADJOURNMENT

Having no further business, the meeting was adjourned at 7.50 p.m.