

# **Locust Hill Board of Directors - Meeting Minutes October 8, 2008**

The Locust Hill Board of Directors held a meeting on Wednesday, October 8, 2008 at 6.00 p.m. in Unit 367.

Present were: Sharon Bovaird, Lynn Bates, Darren Brochu, Board of Directors.  
Unit owners present: Bill Reeves  
Contractors present: Chris Flanigan (Arrowhead)  
Amelia Rainville represented Appletree Bay Property Management (ABPM).

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

## **ADMINISTRATIVE**

The September Meeting Minutes were approved.  
Meeting Minutes and other important information are available by accessing the Association's website [www.locusthillcondoassociation.com](http://www.locusthillcondoassociation.com)

## **FINANCIALS**

September 2008 Financial Statements were reviewed and approved.  
The Board of Directors reviewed current expenses and signed checks for payment.

## **Budget**

Appletree Bay distributed a second draft of the 2009 budget. The budget was discussed in detail; a third draft was developed and accepted.

## **MAINTENANCE**

### **Projects Status - Team Arrowhead**

Chris Flanagan, representing Team Arrowhead, reported the status of approved projects to the Board. The garage repair work is nearly finished; Arrowhead is currently working on repairing trim and siding. The three story buildings will be reroofed following the completion of the garages. The driveway expansion, paving and line painting will begin next week. The underground, open sewer vents will be excavated and capped within the month.

### **Gutter Cleaning**

Arrowhead will determine whether all the gutters need to be cleaned this fall. If only some of the gutters are in need of cleaning, Arrowhead will clean them, if they all need to be done than the Board of Directors will hire the gutter cleaner who cleaned the gutters in the spring.

### **Siding**

Arrowhead reported that the condition of the siding on the garages and residential buildings is deteriorating. The Board of Directors approved replacing the siding boards that are in the worst condition and re-nailing the boards that are loosening to secure them tightly to the building. The Board will have a walk around with Arrowhead to determine the extent of the damage and to develop a plan of action.

### **Tennis Court**

The Board of Directors had previously approved power washing the tennis court surface and repairing the fence. The Board decided it will be best to power wash the court in the spring. The fence is scheduled to be repaired this year.

### **Pool Path Lights**

Arrowhead will repair the pool path lights this year.

## **Sidewalks**

The Board of Directors is revisiting the sidewalk repair project. A previously prepared priority list will be reconsidered in the near future with the intention of completing the repairs this year.

## **UNIT OWNER ITEMS**

### **291 - Flooring Damage**

The unit owner reported that the hardwood floor on the ground floor that had been installed last year is buckling from moisture. The Board approved hiring Lacey's Inc. to inspect the flooring to determine if the floor was installed correctly. The cost of the inspection is \$100, if the inspector finds that the floors were installed incorrectly than the cost of inspection will be the responsibility of the homeowner.

### **172 - Cracked Garage Floor/Kitchen Wall Void**

The unit owner reported that the floor of the garage is cracked and that there is a void between an exterior wall and floor of the unit. Arrowhead will investigate the void to determine whether the damage includes common elements. Arrowhead will also look at the garage floor, the Board of Directors will decide if repairs are necessary this year.

### **212 - Gutters Plugged**

The unit owner requested to have the gutters cleaned. The Board approved having the plugged gutters cleaned after the leaves fall.

### **425 - Water in Garage-Request for gutter work**

Unit owner requested to have the gutters on the garage repaired or adjusted to keep water from pooling in the garage. Arrowhead will be working on the downspouts for all of the gutters later this year.

### **425 - Request to add rock barrier**

Owner would like to add a rock barrier near the building to keep water from washing mulch debris onto the side of the building. The Board will consider this request as part of the spring projects.

## **OTHER BUSINESS**

### **Board Vacancies**

The Board of Directors is anticipating three vacancies this year. Any owners who are interested in joining are encouraged to contact the Board.

### **Annual Meeting**

This year's annual meeting will be held on Wednesday, November 12<sup>th</sup> at 7:00 at the Super 8 on Shelburne Road.

## **ADJOURNMENT**

Having no further business, the meeting was adjourned at 8:00 p.m.