

**Locust Hill Condominium Association
Board of Directors - Meeting Minutes
June 9, 2010**

The Locust Hill Board of Directors held a meeting on Wednesday, June 9, 2010 at 6:00pm at Unit 190.

Present were: Heidi Wetherbee, Alison Howe, Linda Damon, and Adam Huff, Board of Directors; Kathleen Levins, Montse Almena, Frank Lee, and Kate Duffy, Unit owners; Keith McManis represented Appletree Bay Property Management.

The meeting was called to order at 6:01pm.

ADMINISTRATIVE

Meeting minutes for May's Board Meeting were approved with the addition of action items added.

FINANCIALS

May 2010 Financial Statements were reviewed and approved, checks were signed for payment.

MAINTENANCE

Royal Design

The Board discussed their review of the siding project. It was noted the siding looked great and has been noticed by the owners. There still are a few items left on a punch list that they need to come back to address.

The Board reviewed a repair list that was generated after a walk around of the complex by Royal Design and Appletree Bay. The Board has asked for a price for each item to be addressed as they are all items that need to get done, once a price per item has been given. Appletree Bay will provide this to the Board so they can prioritize as they see fit.

** Appletree Bay to acquire estimates for summer and winter ground maintenance.*

Team Arrowhead

It was discussed that the Association has not been pleased with the response time for extras that have been given to Team Arrowhead to accomplish. With this being the case, they have asked Appletree Bay to acquire estimates for summer and winter ground maintenance.

** Appletree Bay to acquire estimates for summer and winter ground maintenance.*

Prim's Painting

The Board discussed their review of the trim painting. It was noted that they were over all happy with the end result but the decks and entry overhands still needed to get painted. This was not part of the original contract and will be an additional minimal expense.

Garage Lights

The Board noted that members of the Association have been very pleased with the new LED lighting on the garages.

Pot Holes

The Board approved via email the proposal from Central Vermont Construction to shim and repave the entry to the top of the circle of the Locust Hill complex.

** Appletree Bay to acquire the date for work to be started.*

Champlain Doors

Appletree Bay noted that unit 114 and T1 got new garage doors. The new plan is that when a building gets its siding, paint and dividers completed, it will also get new garage doors if they have not already received new ones. It was discussed that one new garage door seems to be damaged. This is clearly a homeowner issue and the Board has instructed Appletree Bay to send a notice that the door needs to be replaced ASAP.

Dividers

The Board approved the style and color of the new vinyl dividers for those units that just had their siding redone. The panels will be 6' by 8' and in sand color.

** Appletree Bay to acquire and estimate per divider and submit to the Board for approval and then order.*

Spring Walk Around

It was discussed that vendors had received their tasks from the spring walk around. Appletree Bay will be meeting with a vendor to remove needed trees throughout the complex on Friday, June 11th. Once an estimate has been received Appletree Bay will submit for the Board approval.

** Appletree Bay to meet with Limb Walker and acquire estimate for tree removal.*

Chimney Inspections

It was noted that the Association had their chimney's inspected on May 22, 2010.

UNIT OWNER ITEMS

Homeowner concerns were addressed, and the Board has asked Appletree Bay to notify each homeowner with the status of their request.

OLD BUSINESS

State Fire Marshal - 3-Story Building

Appletree Bay noted they are playing phone tag with SD Ireland and are waiting for a response to the Association's request.

** Appletree Bay to continue to reach out to SD Ireland.*

Parking

The Board reviewed times to have vehicles towed from visitor. This will be relayed to the towing service provider. Only those vehicles without a visitor parking permit displayed from their rearview mirror will be towed. The Board also wanted Appletree Bay to send letters to all those in the 3-story building stating that they cannot park in front of their garages at any time. These are not considered valid parking spaces and after the letter has been sent, vehicles parked in front of their garages are subject to towing.

* Appletree Bay to draft and notify towing company of towing times and to send letter out to those owners in the 3-story building.

Pool/Tennis Court

It was discussed that the pool is now open and the pool fence still has not been fixed. In addition, the tennis court now has not been cleaned and one net was recently vandalized. In addition, the lock to both the pool and tennis courts has been damaged and has either already been fixed or still need replacement.

* Appletree Bay to address these concerns with Team Arrowhead and Dion's.

Dogs

The Board again discussed that a number of owners/renters are not adhering to the Rules and Regulations of the Association when it comes to their dogs. Dogs must not be permitted upon common areas of the condominium unless accompanied and leashed. The Board has asked Appletree Bay to send a letter to some owners who they have been seen not following this Rule and Regulation.

* Appletree Bay to draft a letter to owners who are not adhering to the Rules and Regulations.

NEXT MEETING

There will be no Board meeting in the month of July. The next Board meeting, is scheduled for Wednesday, August 11, 2010 at 6:00pm in Unit 190.

ADJOURNMENT

Having no further business, the meeting was adjourned at 7:57pm.