

**LYMAN ROAD CONDOMINIUM TRUST ASSOCIATION
UNIT OWNER’S ANNUAL MEETING MINUTES**

DRAFT

Time and Place: April 5, 2022, 6:00 p.m.
Zoom meeting

Trustees Present: Aprile Gallant
Robert Brick
Kevin McAndrew
Jenny Miller-Sechler
Terry Culhane

Owners Present: Jacy Armenti
Jim & Roberta Armenti
Isabel Dickson
Joel Minsky
Andrew Tulis
Alberto & Suzana Moreira

Owner via Proxy: Stephanie Osiecki

Also, Present: Donna Golec, Owner of Kendrick Property Management (KPM)

The annual Unit Owner’s meeting was called to review the state of affairs of the condominium association, and to provide an opportunity for Unit Owners to raise any issues that relate to the ongoing maintenance of the building and grounds.

The following meeting minutes were prepared by Donna Golec & reviewed by Joel Minsky. Any exceptions and/or omissions should be noted by the pertinent party and should be submitted for clarification at the next Unit Owner’s Annual Meeting.

1.0 The meeting was called to order at 6:02 p.m. A quorum of 79.5% was established.

2.0 Approval of Minutes:

The Unit Owner’s minutes convened on April 6, 2021, were reviewed, and approved.

Voted: unanimously approved by Owners

3.0 Property Manager’s Financial Report – Donna Golec

3.1 Summary of Financial – Income Statement 2021 & how the year ended.

3.1.1 Revenue higher than budget due \$52K Special Assessment for driveway\parking lot.

3.1.2 Operating expenses slightly below budget.

3.1.3 Funds were contributed to the Reserve on a monthly basis.

3.1.4 Rebuild & paving of parking lot completed in 2021.

3.2 Review of YTD 2022 Financials.

3.3 2021 Tax Return was filed by Dillion & Associates, CPA.

4.0 Property Manager's Maintenance report,

- Masonry work:
 - 25A – Long standing exterior issues. Scheduled for Spring 2022.
 - 27A – To be inspected due to moisture issues.
 - KPM to request inspection & quotes for repointing across the property.
- Nuisance Wildlife Pro's LLC – To be kept under contract for maintenance purposes.
- Owner noted that the fluorescent light fixture in the basement flickered.
- KPM to send an email to all owners & residents asking if they authorize the sharing of contact information with other owners.

5.0 Capital Improvement –

- Trustees requested for KPM to email Board with info or quotes for the following:
 - Repointing bricks across the whole property.
 - Gutter replacements or repairs.
 - Emergency lights for basements, fronts & rear of buildings.
 - Ball Park price for the laundry room work, sheetrock repair & painting.
 - Line painting of the parking lot.
- Discussion regarding the Reserve was too low & a special assessment was needed. Board recognized that they are still digging out from years of neglect. Board requested a big picture plan for the property.

6.0 Old Business:

7.0 New Business:

- Electric car charging station – Discussion regarding the option.
- Landscape – Discussion on the Cherry trees or any of the trees on the perimeter of the buildings. Concern that they are overgrown, need to be either cut back or removed. Evaluation to be completed by landscaper.

8.0 Officers of the Board of Trustees:

- Discussion of current slate of Trustees and open positions.
- **Voted:** The following Trustees were nominated along with their terms and positions and unanimously approved by Owners.
 - J. Minsky, Secretary - 2023
 - R. Brick, President - 2024
 - T. Culhane - 2024
 - K. McAndrew, Treasurer – 2023
 - H. Ackerman, 2024

The next Owner meeting has been proposed for April 4, 2023, at 6:00 p.m. via Zoom

The meeting was adjourned by 7:01 p.m.