

MILL VILLAGE EAST CONDOMINIUM ASSOCIATION UNIT OWNER'S ANNUAL MEETING MINUTES

DRAFT

Time and Place: October 25, 2022, 6:30 p.m.
Via Zoom

Trustees Present: Richard Hillier, 5B Evans Lane – via proxy
Kathy Jaycox, 10B Evans Lane
George & Joan Noyes, 14B Mill Village Road
Deb Underhill, 26A Mill Village Road
Christine Bergeron, 1A Evans Lane – via proxy

Also, Present: Cheryl Bucala, 3A Evans Lane
Elaine Cournoyer, 3B Evans Lane
Moira Pulitzer-Kennedy, 4B Evans Lane
Patricia Taylor, 6B Evans Lane
Doris Clemmons, 10B Mill Village Road
Carol Lewis, 22B Mill Village Road
Sandy Perron, 26B Mill Village Road
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 Debra Underhill. 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 approximately 6:35 p.m. following the Trustee meeting. A quorum of 60% was established.

2.0 Approval of Minutes:

The Unit Owner's minutes convened on October 26, 2021, were reviewed, and approved.
Voted: Motion to Accept-G. Noyes, 2nd-K. Jaycox, unanimously approved by Owners.

3.0 Property Manager's Report:

- A copy of the 2021-year end financial information provided in original owner's package. No questions came up.
- Review of the YTD 2022 Financials. Provided overview of the information contained in the monthly financial package to the Trustees.
- Discussion on the approved 2023 Budget & why it contained a 10% or \$28 per unit increase.
- Notable work completed, 2021-2022
 - 2022 Deck painting completed
 - 1A & B, 4 A & B, 6 A & B, 14 A& B
 - Owner of 4B moved in June '22. Stated it doesn't appear her deck was painted.
 - Snow's completed fall trimming of unit front bushes and removed 2 problem trees

- Maintenance task addressing loose board, loose deck steps, siding.
- Notable work needed, 2023
 - 4A Evans Ln – Dip in driveway, requires pavement work
 - 2023 Decks painting to be addressed
 - 10 A& B, 22 A, 26 B,
 - 5A requesting deck be evaluated for painting
 - 3A requesting to have trek deck washed
 - 22B and 26 B interested in Treks decking
 - 26A Tree – low & dead branches needing trimming
 - 10B Tree – Dead limbs on top, trimming needed
 - All Maples – Canopy asked to be raised
 - Sumac tree maintenance – requesting clean out plan
 - Summer 2023 – quotes and evaluations of roof expectancy
 - Oldest roofs per S. Perron – 10A&B, 1A&B and 14A&B
 - Other roofs should be about 10 years old.
 - **New** – Quote for power washing all buildings. Last completed in 2017.

Reminder to all owners: All owners are welcome to convert their decks to Treks. The owner is responsible for the difference in cost of the Treks. Roughly \$800-900.00 (\$1,400 Trek costs less staining \$500).

4.0 Old Business:

- a. Driveways - R. Hillier will be following up with Deerfield Hwy Dept regarding Mill Village Rd Driveways, standing water/winter ice.

5.0 New Business:

- 5.1 Septic Pumping/Tile V to be scheduled in 2023 for 5 sets of units.
- 5.2 Owners Homeowner Insurances.

6.0 Owner Complaints:

- Crack sealing – Evans Lane is breaking up.
- Concern about the leach field. Is it failing? Told 25–30-year leach field. Alan Wiese designed, and Mike Murawski installed.
- Sewer backup 26A - KPM to notify the Board regarding the cause (tree roots or ?) of the sewer backup.
 - KPM Fan still onsite with owner (D. Underhill) & available for pickup.
- Dryer Vent cleanings – D. Underhill will reach out to Art Cooper (handled previous cleanout) to set up a time & coordinate with other owners.

7.0 Officers of the Board of Trustees:

- Motion was made to select the 3 returning Trustees & 2 new volunteers joined the team. **Voted:** The following slate of Trustees were nominated by R. Hillier, 2nd-K. Jaycox and unanimously approved by Owners.
 - Debra Underhill, Secretary
 - Katherine Jaycox
 - Richard Hillier
 - New members – Moira Pulitzer-Kennedy & Elaine Cournoyer

The next Annual Owner’s meeting has been scheduled for October 24, 2023, at 6:30 p.m.

The meeting was adjourned around 7:34 p.m.