

# Village at Hospital Hill North (VHHN) Annual Owner's Meeting

April 10, 2024

**DRAFT**

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

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The following meeting minutes were prepared by Beverly Blatt. Any exceptions and/or omissions should be noted by the pertinent party and should be submitted for clarification at the next Owner's Annual Meeting.

## **Call to Order 6:00pm**

Those who attended is on file at KPM Office.

## **Kendrick Property Management (KPM)**

Donna Golec, Owner reported that property relations managers are employed and work as a team. Kendrick is developing and growing a data base. When a call comes to the front desk at Kendrick, a work order is sent to Scott Savino and he transfers the work order to the appropriate persons. In 2023 Kendrick undertook setting up Buildium which is an online program providing ledger info and reports to the community. Owners can pay condo fees through this website. An electronic financial report is sent to the board monthly.

The board was introduced. There are five board members including Anne Bauer, Gary Drimmer, Beverly Blatt, the three residential board members in addition to Connor Burgess from Service Net and a new representative from TCB, Colleen Mullaney. Colleen is an asset manager for two years in MA and RI. She is also involved with finance. Village Hill is in her portfolio.

Owners meeting minutes from 2023 were accepted with two motions.

## **President's Report:**

Anne Baur presented a brief summary. This was a big year for Beech Tree Park with a loss of another old Beech Tree. Greg from Bartlett Tree encourages continued treatment, maintenance, feeding, and irrigation. The fallen tree was diseased. Extra pruning and stabilization of two remaining trees was completed. Due to unplanned loss and increase landscaping and snow removal we were over budget. The reserves were increased to 10% over budget. A 17% increase was reflected with a dues increase. The board takes finances seriously and looks to save money. We were able to save money with snow removal. Kendrick has provided a good partnership. Melissa Stevens has been responsive and helpful. Smoking has been a big issue with fire risk, littering and health hazards. Tom Caine led a smoking issues committee with a survey sent to the community about whether smoking should be banned in the parks. A majority asked for no smoking in the park and the board will further move on this ban with changes in regulations. The Landscape and Social Connection Committee have improved our neighborhood and we are appreciative of their work. Thank-you.

The board had three bids for snow removal and chose Four Seasons Snow and Landscape Inc. which saved us \$8000 for snow removal. The transition was smooth. Salt has been an issue for some residents. We welcome feedback from residents. We are in process of choosing a landscape contract and it looks like we will save money. Bids are being received. We have a

Charette coming up with the Conway School. A questionnaire went out to residents about ideas for Beech Tree Park and students will report on their ideas with this feedback on May 2.

### **Property Manager's Report by Donna Golec**

This past first year was a time to learn about the property. When residents see problems, please take a picture, call the Kendrick office and let us know about issues. Kendrick staff visits the property routinely but cannot necessarily see all problems or issues on a visit. Ground water into septic and basements have been an issue.

### **Financial Report**

The 2023 financials have been completed with monthly reports to the board, including bank statements for operating expenses and reserves, bills paid, outstanding collection, an income statement and a balance sheet. This is available to trustees in live time through our Buildium program. Kendrick works with every owner re: financial issues and sends friendly reminders. In 2023, liability, a review for accounting, landscaping, trees and reserves increased expenses. Taxes were filed. A resident asked who is used for insurance and response is Berkshire Insurance Group. We had a good report for care and health of the detention ponds. Donna reported that Trustees need and have liability insurance. In 2024, Kendrick has better overall information and the board members have been good stewards. The 17% dues increase is in line with other managed properties.

### **Committee reports**

#### **Social Engagement Committee**

Pat Aslin reported progress with the VHHN brochure. David Bragdon will help with photos in the brochure. Welcome packets are being distributed. Please let Pat and Linda know of any new neighbors. An event on April 27 will be indoors at ServiceNet. The doors will have to be locked 30 minutes after the gathering starts. There will be someone at the door. Gerard Simonette will present about his A-Z journeys around the world. There will be games and puzzles for children and treats to eat.

#### **Landscape Committee**

Grace Simonette thanked the board for a line item in the budget and residents who have donated money toward extra landscaping expenses. The committee has hired a landscaper to prune the Red Dossier Dogwood shrubs along the path on Beech Tree Park. They had been allowed to grow and then sheered by Spring Valley landscapers. The committee plans to plant two Wigelia trees. A metal edging, Ever Edge, will be placed in Oak Summit Park to reduce erosion in addition to Blue Rug Junipers and other attractive plantings. Weeding will continue around Memorial Park with planting of annuals and perennials. The city has been notified about dead trees around Memorial Park. The Charette is upcoming. Thanks to Bev Blatt as Liaison to the board and for attending landscape committee meetings. Thanks to the board for their support.

#### **Old Business**

A resident asked about tenant advisory committee and being in touch with tenants. Anne reported that there has been no tenant interest in leading a tenant advisory committee. TCB has reported an Ombudsperson for outreach, but there is no money in the budget to hire a renter advisor or representative. Linda and Pat have done frequent outreach. There is someone interested in a food distribution sight for Grow Northampton and it is in the idea stage. If there are flyers or information for the rental properties, Gary and Anne will distribute the info to folks at TCB.

**New Business:**

Anne asked for feedback on snow removal. A resident questioned why the city did not clear the 10 foot wide sidewalk during the last snowstorm by 75 Village Hill Road. If the city owns the sidewalk we cannot clear the sidewalk but a call to the city is recommended. Anne reported the sidewalk along Village Hill Road is VHHN responsibility. There has to be a certain amount of snow for snow removal by Four Seasons.

A resident reported that the rails around the detention pond behind Moser are rotting and the gate does not close. The engineer report states it was added for beauty. The neighbors around the detention pond and the board agreed that it is not necessary. Tighe and Bond insurance recommends keeping the fence for safety. Sarah reports that other detention ponds do not have fences. Water does not accumulate.

Next year a hybrid April 9, 2025, meeting will be considered. The meeting was adjourned at 7:03.

Respectfully Submitted,  
Beverly Blatt