

Deepswoods Condominiums

DRAFT

Owner's Meeting: Garage Unit D, October 6, 2022, 2:00pm

In Attendance:

Kendrick Property Management: Donna Golec, Gretchen Bechta

Owners in Attendance: B. Eppsteiner, T. Willis, T. McNerey, J. Ostrander, J. Stevens, P. Mason, K. Olmstead

Board Members in Attendance: D. Ostrander, J. Mason

7 of 8 units in attendance, 1 by proxy (100% Quorum present)

Meeting called to order at 2:05 pm by Donna Golec of KPM Property Management

- I. 2021 Owners Meeting Minutes: **Motion** to accept: J. Stevens, Second P. Mason, All in Favor, None Opposed

- II. Property Management Report:
 - Review of Income and Expenses for year ending 2021, YTD 2022 (Jan-Sept) and 2023 Budget by KPM
 - Financial summary and recommendations:
 - Roof for A/B expenditure expected for 2023
 - Hold off all other major expenditures until that is completed.
 - Review of the 2023 Budget. The Condo Fees were held at 0% increase.
- III. Report from the President
 - Outstanding & follow up maintenance issues:
 - Roof on Building C/D has been completed, 2 Skylights replaced.
 - Next Roof to be replaced will be A/B. Contractor inspected while onsite for C/D.
 - Advised the roof should be done in 2023
 - Estimated cost to be \$25K. Building has 4 skylights.
 - Product used for roof is the GAF Timberline HDZ Weathered Wood Laminated Architectural Shingles(25yr) and the Velux Skylights(20yr)
 - Noting material costs continue to increase each year for contractors
 - Driveways/Winter Care:
 - Contractor has been asked to reduce the amount of salt utilized on the grounds
 - Reminder when sanding the driveways and street to back all the way to the garage doors for the storm treatments
 - Noting that all walkways and driveway areas must be treated for the safety of the owners.
 - Landscaping/Sidewalks/Trees:
 - replacement holly berry(female) bush planted in front of Unit E
 - Discussion of uneven concrete sidewalk in front of unit G. Landscaper to come by with patch. Noting that all the sidewalks should be evaluated for potential patching as well.
 - Brush Trimming by the Wetlands area. In November, the landscaper will complete this trimming. Permit is obtained due to the proximity to the wetland designation.

- Trees in back of units: E/F and G/H: There are 14 dead pine trees in back of these two building. Discussion with contractor Dan Dostal has begun about what is needed to take down those trees, in sections.
 - Future plan is to drop them on the yard area and cut and remove
 - 3 Maples at the front entrance: Future plan to remove the 3 tall maples, grind the stumps, and replace with a dwarf maple variety and relocate them in the center of the lawn.
- Streetlights:
 - Overtime, the bulbs have been replaced with LEDs which have lasted longer and are more efficient.
 - Current cost of electricians explored to determine what will be needed when future bulbs need to be replaced.
 - 2 local electricians priced out: John Bates \$100/hr, Dave Foster \$75/hr
- Powerwashing:
 - Professional power washing has been postponed. Owners discussed current water ban in Northampton and how areas in need could be treated by members of the community. Last professional power washing completed 3 years ago.
- Smoke Alarms/CO Detectors:
 - Owners discussed need for help to update battery in the units for the devise located on a high ceiling. Additional discussion regarding newer model combination Smoke Alarm/CO Detectors with a 10 yr battery.
 - It was decided estimates were going to be gathered by owners for more information and a group price to replace the uppermost devise in several units.
- All Major projects discussed were noted will need to be on HOLD until the roof for Unit A/B is completed in 2023 and finances can be re-evaluated.

IV. Election of Trustees:

- Open Position: Nomination of D. Tim Willis to the board.
 - Motion to elect made by P.Mason, 2nd by T. McNerey. All in Favor.
- Re-election: Dennis Ostrander & Jessica Mason
 - Motion to re-elect made by T. McNerey, 2nd by J.Stevens. All in Favor.

2023 Annual Meeting to be scheduled October 5, 2023 2:00pm onsite.
Meeting Adjourned 3:01pm

Minutes prepared by Kendrick Property Management and Reviewed by board members,
D.Ostrander, J.Mason & T.Willis