

Deepswoods Condominiums

DRAFT

Owner's Meeting: Garage Unit D, October 5, 2023, 2:00pm

In Attendance:

Kendrick Property Management: Donna Golec, Melissa Stevens

Owners in Attendance: R. Eppsteiner, T. Willis, T. McNerey, J. Ostrander, D. Ostrander, J. Stevens, K. Byrne, K. Olmstead

Board Members in Attendance: D. Ostrander, T. Willis

7 of 8 units in attendance, 0 by proxy (87.97% Quorum present)

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

- I. Meeting called to order at 2:05 pm by Donna Golec of KPM Property Management
- II. Approval of 2022 Owners Meeting Minutes: All in Favor of Approval, None Opposed
- III. Property Management Report:
 - Review of Income and Expenses for year ending 2022, YTD 2023(Jan-Sept) and 2024 Budget by KPM
 - Financial summary and recommendations:
 - Roofs completed for Units A/B. Left \$10,725 in Reserve account. Now need to build back up for future major maintenance projects expected in coming years.
 - \$4,532 left in Operating account as of end of September.
 - \$500 General Maintenance budget still available for 2023.
- IV. Old Business
 - Outstanding & follow up maintenance issues:
 - Driveways/Winter Care:
 - Snow removal budget increased from \$6,000 to \$6,300
 - Importance of salt / preventative measures for safety and keeping insurance premiums low
 - Reiterate to contractor about reducing the amount of salt utilized on the sidewalks as the acid breaks down the concrete
 - **Board to reach out to contractor** regarding life expectancy of current driveway (currently 24 years old) and a rough idea of what it would cost to replace it so we can add to future budget. Then decide whether to institute a Special Assessment &/or increase condo fees to cover the (large) expense.
 - **KPM to add driveway replacement to Major Maintenance Plan**
 - Landscaping/Sidewalks:
 - Revisited discussion of uneven concrete sidewalk in front of units G & H. Coming up in chunks. Safety issue.
 - At least 4 other units need sidewalk work as well. Discussion around using concrete again versus replacing sidewalks with asphalt/pavement which would be less effected by rock salt (but, perhaps, less aesthetically pleasing)

- **TOP PRIORITY- Board will seek quotes for:**
 - Patching the concrete in the most damaged areas (a temporary fix to mitigate safety concerns)
 - Replacing sidewalks with better quality / stronger concrete (5,000-6,000 PSI)
 - Replacing sidewalks with pavement
 - Any other new / better options available?
 - Can Tim do this year? If not, let KPM know and they may be able to have one of their contractors do it.
- Board will look into cost of calcium chloride for concrete and sidewalks (rock salt on asphalt is fine but damages concrete)

V. New Business / Owner Concerns

- Maintenance Issues
 - Streetlights: **Dennis to buy LED bulbs for all light posts and ask if Tim can install** (for longevity and to save energy)
 - Storm doors: Dennis having the last 2 storm door pistons replaced.
 - Erosion concerns: Due to excessive rains this summer, erosion along foundations has become an issue.
 - When Tim comes he will add/adjust gutter elbows to direct water down driveways instead of along foundation of condos.
 - Tim suggests replacing the black hoses with something more aesthetically pleasing.
 - KMP suggests looking into dry wells &/or French drains as other ways to funnel water away from buildings
 - Community to discuss and decide how to address within budget.
 - Drainage issue: 3 drains
 - Board called Construction Service, wanted \$1,500 per drain to patch and re-asphalt
 - Trees:
 - Oak trees breaking through driveway to be removed and replaced with dwarf trees.
 - Dead pine trees behind units. **Board to inquire as to what it would cost to drop them and leave them in the woods.**
 - Recycling Bins: discussion around best practice
 - Boxes must be flattened
 - No food residue
 - Return bottles and cans (returnables) to the store rather than taking up space in recycling bin.
- Condo Fee Increase Discussion
 - 0% increase would lead to a \$276.68 DECREASE in Reserve account
 - 3% increase would yield the same Reserve contribution as 2023
 - **Owners suggested, voted and APPROVED a \$25/month increase (6.25%)** in anticipation of upcoming major maintenance expenses (driveway, sidewalks, drainage) and increasing costs of materials and labor

VI. Election of Trustees:

- 2 Open Positions: Nomination of Kevin Byrne and Robert Eppsteiner to the Board- All in Favor.
- Re-election: Dennis Ostrander - All in Favor.

VII. Meeting Adjourned 3:35pm

- 2024 Annual Meeting to be scheduled Thursday, October 4, 2023 2:00pm onsite.

Minutes prepared by Kendrick Property Management and Reviewed by board members,
D.Ostrander, K. Byrne, R. Eppsteiner