

Spruce Hills Condo Association  
**Minutes of Open Session**  
Spruce Hills Clubhouse  
February 19, 2019

Call to Order: The meeting was called to order at 8:00 pm

Board Members Present: Janet Traphagen President  
Joe DeVergillo Vice-President  
William Palaferro Treasurer  
Tim Todd  
Robert Hart Jr. Secretary

Property Manager: Michelle McCartney

Assoc. Members Present:

1	Annette Anderson	2002
2	Martha Sandstrom	1107
3	Bill Sauder	2004
4	Jim & Gina Rispoli	109
5	Bruce Pierson	1603
6	Dorothy Nicolli	111
7	Shannan Smith	1504
8	Christine Mayerik	1902
9	Camille Noonan	301
10	Bonnie Pierson	1509
11	Fleur Baumgartner	1004
12	Charlotte Haggerty	706
13	Paul Zahorchak	1713
14	Carlabeth Biggs	601
15	Lindsay Licwinko	1409
16	Mike Meano	1412
17	Luba Nunez	515
18	Boni Durante	401
19	Anthony Passarella	1311
20	Clinton Pipeling	1615
21	Lynn Jones	1202
22	Alan Theesfeld	916
23	Karen Cannon	110
24	Joanne Morrow	1207
25	Shawn Flesche	1503
26	Brian O'Neil	1008 & 1416
27	Susan Ratti	812
28	Justin Bruce	610

29	Valerie & Steven Tangorra	1516
30	Clare Cucco	1303
31	Jen Cavo	505
32	Danielle Rettino	1414
33	Marilyn Bressler	514

*Note: There were additional members present who did not sign in.*

Approval of Minutes:

None at this time

Treasurers Report:

	<u>January</u>	<u>February</u>
Checking Account	\$8,633	\$2,904
Savings Account	\$113,525	\$123,593
Capital Reserve	\$360,085	\$362,342

*Motion to accept Treasurers Report*

Motion: Janet Traphagen      Seconded: Robert Hart  
All in favor and motion passed

*Motion to approve the Bills List*

Motion: Janet Traphagen      Seconded: Robert Hart  
All in favor and motion passed

*Motion to approve the 2019 SHCA Budget*

Motion: Janet Traphagen      Seconded: Robert Hart  
All in favor and motion passed

*Motion to approve a special assessment for the completion of the roof replacements for \$135 per month for 9 months.*

Motion: Janet Traphagen      Seconded: Robert Hart  
All in favor and motion passed

Completed Projects:

None at this time

Projects still in process:

- Replacement of pump for Sewer Plant
- Replacement of check valve for Sewer Plant
- Design of control system upgrades to the Sewer Plant

Discussion:

1. Special Assessment:

Board President Janet Traphagen discussed the special assessment for the roof replacements and the proposed payment methodology which would be a minimum monthly payment of \$135 for a period of 9 months or in lump sum payments of no less than the monthly minimum.

*Q: What happens to units that go into foreclosure?*

*A: Janet – In the event of a foreclosure, the association only receives 6 months' worth of unpaid maintenance fees. No special assessment fees would be collectable from the foreclosed unit owner. A new owner of record would be required to pay any monthly assessments for the remaining period.*

The Board determined that it would only implement a special assessment for the roofing at this time. The Board had been considering, and had discussed in prior meetings of the association, a number of maintenance issues including siding, balconies and decks.

Upon review of the 2018 Reserve Study, the Board felt that since the study indicated that there were items included that had a remaining service life of 5-8 years including retaining walls and paving, it would be better to narrow the focus of the assessment and thereby enable future boards to address those items in need of maintenance as they deem appropriate.

*Q: Unit 916 – Why didn't the Board memorialize the full plan as previously discussed?*

*A: The Board felt the approach they are taking would be the best at this time.*

*Q: Unit 109 – Why not lay out the full assessment as initially discussed for the roofing, siding and deck so future buyers know what to expect?*

*A: The Board felt it would be better not to at this time.*

*Michelle noted that she regularly advises any prospective owners that an assessment is under consideration with and that a figure of \$135 has been discussed but no final determination has been made. She also noted that at least (2) sales in the last few weeks did not go through because of the assessment.*

The Board members also shared with the members that at the initial meeting to discuss the plan, it was mentioned as *an example only*, what a \$135 assessment over 72 months would repair/replace. The Board asked for feedback from the members in attendance for alternatives. The general consensus received from the members was that the work needed to be done and

the finances dictated what was presented and that the Board had analysis to support their proposal.

Since that first meeting, the membership took hold of the \$135 figure as final even though the Board and property manager advised anyone who inquired that the Board was waiting for the update of Reserve Study to be completed. A number of owners even increased their leases based on the \$135 figure. Again, that figure had not been finalized.

## 2. Snow Storm and Salting

The recent storm presented some issues with the new snow contractor. The Board, along with Michelle will be addressing the issues with the contractor.

One member reported that there was no salt on the parking lots after the storm.

Michelle advised that they are cautious not to spread salt only to have it plowed up during a storm. Some unit owners have complained of too much salt and the impacts to their pets.

She also noted that while the maintenance staff makes every effort to keep the piles of salt in the entryways filled, if anyone needs more, please notify the office.

There being no further questions, the meeting was adjourned at 9:10 pm.

The next Board meeting will be Tuesday, March 19, 2019

Signed: Janet K. Trappagen Title: President  
3/12/19