

Spruce Hills Condo Association  
**Minutes of Open Session**  
Spruce Hills Clubhouse  
July 16, 2019

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

Board Members Present: Janet Traphagen      President  
Aaron Graf      Vice-President  
William Palaferro      Treasurer  
Joe DeVergillo      Trustee  
Robert Hart Jr.      Secretary

Property Manager:      Michelle McCartney

Assoc. Members Present:

1	Gerry Burler	613
2	Dorothy Nicolai	111
3	Jim Rispoli	109
4	JoAnne Morrow	1207
5	Larry Adrian	1201
6	Michelle Brito	1511

Approval of Minutes:

*Motion to approve the following minutes:*

June 18, 2019 Open Meeting  
June 18, 2019 Working Meeting  
July 2, 2019 Working Meeting

Motion: Janet Traphagen      Seconded: Joe DeVergillo

All in favor and motion passed

Treasurers Report & Bills (Invoices):

	<u>June</u>	<u>July</u>
Checking Account	\$5,354	\$16,475
Savings Account	\$56,448	\$59,143
Capital Reserve	\$366,333	\$368,368
Special Assessment	\$4,611	\$8,741

*Motion to accept the Treasurers Report:*

Motion: Janet Traphagen      Seconded: Aaron Graf

All in favor and motion was approved

*Motion to approve the Bill's list:*

Motion: Janet Traphagen      Seconded: Aaron Graf

All in favor and motion was approved

Completed Projects:

Board President Janet Traphagen reported on the completion of the roofs on Bldg. 9, 11, 19.

Projects still in process:

- Upgrades to the SBR Plant (Waste Water Treatment) control system for the effluent discharge pumps and distribution valves. The Board agreed to accept the quote from Pumping Services, Inc. in the amount of \$73,925 for the base work and \$2,950/each for the rewiring of valve actuators.

*Motion to approve the bid from Pumping Services, Inc. in the amount of \$73,925 for the design and installation of a new effluent control panel and \$2,950/each for rewiring of valve actuators.*

Motion: Janet Traphagen      Seconded: Aaron Graf

All in favor and motion was approved

- Replacement of the complete roof of Bldg. 13.

Discussion:

1. Door Leaks 1511/1512: Owner of 1511 attended. She was informed the door replacement was scheduled for June 29<sup>th</sup> but was not completed. This past Thursday, it leaked on ceiling again.

Open Floor Discussion:

1. Q: A question was asked why the repairs to the SBR plant are needed.

*A: Robert Hart reviewed the circumstances from the fall of 2018 where a pump was severely degraded and the pump control system, due to its design limitations, was unable to react to the failure and activate other pumps.*

2. Rule Book: Robert Hart gave an overview of the rulebook that was in the process of being put together. Michelle asked if anyone would like to assisting in reviewing it and making recommendations to let us know.

3. Q: #109 - Jim Rispoli asked what will be addressed next.

*A: Board: The roofing assessment ends in December and we are looking into the siding and the finances of it now that we have a better idea of the how many unit owners are not current with the roofing assessment. Also, Bill has been looking into loan options.*

*#1201 – Larry Adrian added that his experience at another HOA indicates a loan is an option to*

*be explored.*

4. Water System – Larry Adrian offered that he may have a contractor who can assist us in tracking down leaks. Previous attempts in the last few years were not successful.
5. #109 – Jim Rispoli noted that the tree behind his building lost a branch in a recent storm and he is still requesting the tree to be removed.

There being no further questions, the meeting was adjourned at 9:00 pm.

The next meeting will be on Tuesday, August 20, 2019 at 8:00 pm.

Signed: Janet K. Lephagen Title: President  
9/3/19