



SPRUCE HILLS CONDO ASSOCIATION
P. O Box 414
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Email: pmanager@sprucehills.org

Spruce Hills Condo Association
Minutes of Open Session
Spruce Hills Clubhouse
July 17, 2023

Welcome and Call the Meeting to Order: Meeting called to Order at 7:03 PM

Board Members Present: John Brown President
Jim Rispoli Trustee
Jerry Ford Treasurer
William Palaferro Secretary

Kim Merkin Property Manager

Board Members Absent: Elizabeth Swain Vice President

Association Members Present: Thomas Zutkawski 305
Matthew Duffy 503
Joshua Minnich 509
Emily Minnich 509
Michelle Brito 1511
Janet Traphagen 814
Fleur Baumgartner 1004
Jennifer Cardone 1104
Karen Smith 1710
Terri Slagle 1515

Motion to approve Minutes

Open Meeting 6/26/2023

Jerry Ford 2nd

*All in Favor and Motion Approved

Treasurer's Report

| | <u>June 2023</u> | <u>July 2023</u> |
|--------------------|------------------|------------------|
| Checking – | \$ 1,725.44 | \$ 1,131.67 |
| Savings - | \$ 232,212.55 | \$ 250,172.03 |
| Capital Fund - | \$ 266,558.91 | \$ 269,574.28 |
| Special Assessment | \$ 621,828.68 | \$ 283,870.50 |

Amounts will change after Mondays deposits

Motion to Accept

Treasurer Report

William Palaferro 2nd

*All in Favor and Motion Approved

Motion to Approve

Bill List

Jim Rispoli 2nd

*All in Favor and Motion Approved

Projects Completed

None reported

Board Discussion

KIP2 Contract

Started 07/17/2023 at Buildings 13 & 17.

Paid 10% \$388,218.60 Invoices paid after a Building's completion.

Board Approval vote tabled until next Meeting.

Carbon Monoxide Alarms

Recently set off in 3 Units due to a buildup of CO2 emissions in utility rooms.

Caused by newly installed gas Hot Water Heaters not being properly vented.

Drains – Jim

Inspected and cleared all storm Catch Basins.

Open the floor for discussion.

- Unit 503 take post work Satisfaction Survey from Unit Owners
- Unit 1515 review of Pardini's Contract Warrantee
Mow grass shorter. Pool water level is too high.
- Unit 1511 spray for ticks.
Remove cuttings from site instead of dumping at easement.
- Unit 1104 Special Assessment per Unit total amounts,
\$250 4 payments = \$ 1,000.00
\$175 5 payments = \$ 875.00
\$195 84 payments = \$16,380.00
- Unit 305 advised Tape on Tyvek and at Joists.

Next Meeting

The next Board meeting will be Monday, August 21, 2023, at 7pm.

Motion to close meeting at 8:20 PM

William Palaferro 2nd

*All in Favor and Motion Approved

John Brown 9/13/2023