

Spruce Hills Condo Association  
**Minutes of Open Session**  
 Spruce Hills Clubhouse  
 October 15, 2019

Call to Order: The 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	Luba Nunez	515
2	Boni Durante	401
3	Dorothy Nicolai	111
4	Janice Passaro	606
5	Alan Theesfeld	916
6	Camille Noonan	301
7	Lynn Jones	1202
8	Steven Tangorra	1516
9	Valerie Tangorra	1516

Approval of Minutes:

*Motion to approve the following minutes:*

Open and Working Meetings for September 17, 2019  
 Working Meeting for October 1, 2019

Motion: Janet Traphagen      Seconded: Aaron Graf  
 All in favor and motion passed

Treasurers Report & Bills (Invoices):

	<u>Sept. 2019</u>	<u>Oct. 2019</u>	<u>Oct. 2018</u>
Checking Account	\$5,814	\$25,882	
Savings Account	\$84,194	\$145,489	
Capital Reserve	\$372,381	\$372,927	\$123676
Special Assessment	\$50,090	\$38,060	

*Motion to accept the Treasurers Report:*

Motion: Janet Traphagen      Seconded: Joe DeVergillo  
 All in favor and motion was approved

*Motion to approve the Bill's list:*

Motion: Jante Traphagen      Seconded: Joe DeVergillo

All in favor and motion was approved

Completed Projects:

Rules and Regulations: The final draft version has been completed. This version has not been finalized pending the Open Meetings of the Association's members, today and this Saturday, 10/19.

Projects still in process:

- SBR Plant (Waste Water Treatment) control system.
- Replacement of the Clubhouse siding.

Open Floor Discussion:

While this meeting of the Association's Membership is open to discuss any questions the members may have, the primary focus is the draft of the Rules & Regulations Book, posted last week on the SHCA web page.

Robert Hart opened the discussion by summarizing the background and the effort by the Board and other Association members in its creation. Below is a summary of the comments.

Those present were asked how many of them had copies of the Master Deed and By-laws? A few hands went up to indicate they did while others were sure it was somewhere at home.

*Some of the key points discussed:*

*In addition to the Master Deed and By-laws, there are about 70+ resolutions that have been passed by the Board over the years. Through conversations with some of the members over the last year or so, it became clear that most owners do not have many of these documents and at best, it is an arduous task to sort through them all to determine a current policy on an issue.*

*The goal of the Board has been to consolidate all of those documents into a single usable format for its members and prospective owners to review. In addition to those documents, there are also the ordinances of the Borough of Glen Gardner, New Jersey and Federal Laws that affect those rules.*

*Often, the property Manager or Board members are questioned about rules or we receive complaints or comments generally along the lines of, "all of the rules around here".*

*While the Association has its own rules, most of what exists are simply following those ordinances or laws. A rough estimate is that about 90% of the rules in the Rule Book already exist. The creation of the Rule Book allowed the Board to consolidate some rules, the refinement of some and the addition of new ones. It was a very lengthy process.*

*The Board held a number of discussions as one draft lead to the next. Multiple meetings were held with other members of the association for their input. Finally, the Board met with the Associations Attorney for a lengthy review as we went through it all, page by page. The draft posted on the SHCA web page prior to this meeting was the result.*

*The Board will also be holding another meeting to review the Rule Book on Saturday October 19<sup>th</sup> at 10:00 for anyone who could not attend this evening. As noted in the letter sent to all Owners and Residents by Michelle, this meeting and the one on Saturday are open to Tenants as well as Owners.*

#### Questions on Rules:

1. Q: Lynn Jones, Unit 1202: A long time bird watcher, Lynn questioned why there was a need to remove the birdfeeders when they had been used on site for a long time.

*A: Board members & Michelle reviewed the problems with rodents that have occurred in recent years that have cost the association to remediate. In addition, some residents have complained about the bird seed residue/debris that falls on their patio from less than diligent 2<sup>nd</sup> floor residents. While there are Board members who also have used bird feeders, they have determined their use must end.*

*Lynn also commented that there is bird seed that is unshelled and there are feeders that greatly reduce feed from readily falling all around. Perhaps they could be allowed.*

*A: The Board invited Lynn to provide some information on these items for the Board to review.*

#### Other Questions:

1. Q: Boni Durante, Unit 401: She has observed items left at dumpsters without a Borough sanitation sticker attached and the items remains for long periods.

*A: Joe DeVergillo noted that he too had observed the item (a mattress) and reviewed other similar issues the Board has tried to address.*

*Aaron Graf asked Boni Durante why she had not put a sticker on the item. Boni responded that it's the Board's job to manage the trash, not hers.*

2. Q: Alan Theesfold, Unit 916: In considering the buildings, the By-laws state that there be "visual harmony".

*A: The Board noted Mr. Theesfeld's comment and will further research the term in the By-Laws.*

Q: Alan Theesfold, Unit 916: Mr. Theesfeld also asked if there had been any determination on another assessment for the siding. He further suggested the Board consider a "Reserve Fund Assessment" rather than one for specific items. This would allow the fund to be increased over time and utilized as needed.

*A: Bill Palaferro responded that it was unclear if that was possible but it would be taken into consideration.*

3. Q: Another Unit Owner asked when the decks would be done.

*A: Board: At this time it is undetermined.*

There being no further questions, the meeting was adjourned at 9:15 pm.

The next meeting will be on Tuesday, November 19, 2019 at 8:00 pm.

Signed: Janet K. Laphagan Title: President  
11/19/19