



SPRUCE HILLS CONDO ASSOCIATION  
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Spruce Hills Condo Association  
**Minutes of Open Session**  
Spruce Hills Clubhouse  
October 23, 2023

**Welcome and Call the Meeting to Order:** 7:00 PM via ZOOM only.

**Board Members Present:** John Brown            President  
William Palaferro    Secretary  
Elizabeth Swain      Vice President  
  
Terri Slagle            Property Manager

**Board Members Absent:** Jerry Ford            Treasurer  
Jim Rispoli            Trustee

**Association Members Present:** Alex Vee ????  
Vassili Loupatchev 105  
Marilyn Bauer 212  
Erika Kurpis 315  
Joseph Devergillo 408  
Pamela Nicolai 412  
Matt Duffy 503  
Emily Minnich 509  
Ben Lupo 601  
Karen Aulisio 603  
Kisha Linton 1008  
Walt Bibinger 1103  
Alka Kumar 1212  
Michelle Brito 1511  
Karen Smith 1710  
Mary Ann Zahorchak 1713  
Rosennies Feliz 1804  
Lisa Rodriguez 1907

**Motion to approve Minutes.**

Open Meeting 9/25/2023  
John Brown  
Elizabeth Swain 2nd  
\*All in Favor and Motion Approved

**Motion to Approve Bill List**

John Brown  
Elizabeth Swain 2nd  
\*All in Favor and Motion Approved

### Treasurer's Report

	<u>September 2023</u>	<u>October 2023</u>
Checking –	\$44,434.00	\$406,546.55
Savings -	\$281,565.35	\$308,472.01
Capital Fund -	\$269,219.98	\$269,222.66
Special Assessment	\$421,316.95	\$97,261.27

\*\*Amounts will change after deposits on Monday

### Motion to Accept Treasurer's Report

John Brown

Elizabeth Swain 2nd

\*All in Favor and Motion Approved

### Motion to Ratify Approval:

Use parttime employees to assist Property Manager with Filing (\$15 per hour) and Bookkeeping (professional services of Rhine & Co.) as needed.

John Brown

Elizabeth Swain 2nd

\*All in Favor and Motion Approved

Use Carrega Properties, LLC in 2023/2024 winter season for Salting and Snow Removal at per inch rates specified in Contract.

John Brown

Elizabeth Swain 2nd

\*All in Favor and Motion Approved

Use Carrega Properties, LLC in 2024 for Lawn Care at \$58,500

John Brown

Elizabeth Swain 2nd

\*All in Favor and Motion Approved

Extend Services of American Pool in 2024 for Pool Operations at \$34,915.36

William Palaferro

Elizabeth Swain 2nd

\*All in Favor and Motion Approved

### Board Discussion

2022 Tax Returns Filed with no amount paid for that year

2022 Audit Report is being completed

Budget is being completed

Gardening Committee – Theresa Morales Chairperson

Members:

Samantha Hauenstein

Emily Minnich

Gina Rispoli

Karen Smith

Unit Owners are encouraged to join

Solar Motion activated lighting to be placed at Dumpster areas by Maintenance Staff  
Bedroom and Kitchen Windows expect delivery at end of October.

Sliding Glass Doors expect delivery in early November. Then Buildings 6 & 13 can be completed. Project work will be suspended until 2024 when Buildings 3 & 5 already started will be completed. The Project Plan will take place year to year from the oldest Building 1 to the newest Building 21 then Building 16 will be last.

Work will continue at those Units CP Engineering determined need immediate action.

**Open the floor for discussion.**

Unit Owner 315

Suspected prowler seen at cornfield side of Buildings.  
Permission granted to place motion camera if it is not permanently attached to Building's structure.

Unit Owner 1710

Permission granted to contact NJ State Police regarding the creation of a Community Crime Watch Committee

Unit Owner 1804

Reported damage to and around Sliding Glass Door.  
James Rispoli will inspect and make recommendation

**Next Meeting**

The next Board meeting will be Monday, November 20, 2023, at 7pm.

**Motion to close meeting** at 7:25 PM

John Brown

Elizabeth Swain 2nd

\*All in Favor and Motion Approved

*John A Brown*