

Meadowlands Condo Association

Minutes of the Meeting of the Board of Directors

February 5, 2025

Meeting was called to order 2:54 pm.

Board members in attendance: Norma Couture/Ralph Mancinelli/Ronald Saunders/Annette Sturtz. Ray Harvey joined via teleconference.

Executive Summary

The meeting began with a warm welcome back to board members after their holiday break, followed by a review and approval of the December 2024 meeting minutes. Before the motion for approval, Annette raised a correction regarding the members for re-election in 2025, ensuring the accuracy of the records. The agenda encompassed a thorough review of the organization's accomplishments in 2024, highlighting key successes and milestones achieved over the year. The board also confirmed that the financials were consistent with the budget, assuring the members of the organization's financial health. Looking ahead, plans for 2025 were outlined, focusing on strategic initiatives and goals that would guide the organization through the upcoming year. Additionally, current issues facing the organization were discussed, with various board members contributing insights and possible solutions. As the meeting drew to a close, the board scheduled a pre-annual meeting to finalize presentations and strategize discussion points for the forthcoming annual meeting. The meeting adjourned with members eager to build upon the foundation laid in 2024.

Annual Meeting Preparation

Preparation for the upcoming annual meeting scheduled for March 1, 2025, began. Final adjustments will be made when Ray Harvey is present in person after February 16th and board members conclude their written input into the PowerPoint presentation.

- The yearly recap showed that there were no significant events for 2024 that impacted the budget or functioning of the Association, the most important event being the building 28 sewer drain backup in December.
- One unit was sold in 2024.
- The 2nd Annual Meadowlands Holiday Party was a success. Volunteers stepped up to assist and numerous contributions of food and pastries were welcomed from the guests.

Insurance and Financials

- Settlement details of the slip and fall claim (settled for \$37,500, covered by master insurance).
- Discussion proceeded on the costs of the backup of the main sewer drain. The estimated excavation cost is \$5,000.
- Clarification is needed on insurance coverage for the incident.

Budget and Capital Reserves

- The previous year's budget will be used as an annual meeting reference.
- Funds returned to capital reserves are \$28982.65, not including the CD balance.
- Mascoma checking account interest will be updated.
- Review of 2024 budget actuals versus 2025 planned needs will be highlighted.
- No over-budget concerns in 2024 except for master insurance increases.
- Miscellaneous fees, mortgage application fees, and the sale of a unit contributed to capital reserves.

Property Management

- Spring cleanup and owner responsibilities were highlighted in 2024 by an extensive board member property walk-around. Identification of areas needing improvement and clarification of homeowner responsibility were communicated. Emphasis was given to maintaining property value, noting we are not the "condo police".
- Two building roofs were completed in 2024. Plans to complete building 34, including at least one porch in 2025.
- The 34/36 access road is showing a worsening condition with buckling and extensive cracking. The plan to seal the roads and rebuild the 36 building driveways is still active but will be revisited after additional consultation and quotes. The importance of addressing the underlying conditions before sealing is noted. The objective is to get the most from the repair perhaps without a total rebuild.
- Transition from Waste Management to Monadnock Disposal Service was concluded in December. The focus was gaining budget stability due to erratic pricing from Waste Management. Future pricing from WM was unpredictable. The transition provides an estimated savings of \$600-700 yearly.
- In 2024 there was extensive landscape improvement. Flowers and gardens in common areas that were abandoned were rejuvenated. Front beds at building 26 were replaced with new shrubs. Mailbox beds overgrown with various plantings were replaced by flowering plants. Crabapple trees were pruned for a neater look.

Building Maintenance

- Pressure washing is scheduled for three buildings in Spring 2025
- Building 34 owners will have to replace old skylights at their own expense during the roof replacement. Owners can upgrade to venting skylights.

Garage Doors

- Garage door replacement was discussed again, and replacement of all older doors will be required by the end of 2025. Group pricing and discounts would require an order of at least ten doors; therefore, discounts and price reductions are not available. Various vendor suggestions will be offered to owners along with the specifications of approved garage doors.

Compliance with Rules We Live By

- The board discussed the prohibition of punching holes in, or generally damaging the siding during repairs and suggested adding that to the annual meeting agenda.
- Exterior electrical outlets installed without board permission need to be addressed.
- Ignorance of the rules is not an excuse as the Rules and the Bylaws are easily accessible by owners.
- Given recent issues with the placement of outdoor venting of heating systems, specifically venting to the front of the building, there was discussion on adding/strengthening language regarding the need to have all mechanicals and vents installed at the rear of the building and prior board permission. Failure to do so will result in owners paying the cost of re-doing the work and repairing any building damage.

Cardboard Disposal

- Some residents store cardboard for extended periods and then dispose of it. An email was sent to all owners stating that the dumpster is only designed for one week's waste. Owners were asked to take their large volume of cardboard and paper to the recycling center.
- The board discussed the large amount of cardboard post-Covid. "Do we stop taking cardboard?"
- Concerns were expressed about recycling capabilities. There is no space or financial arrangement for additional dumpsters.
- The board considered potential issues with some residents not being able to follow the directives because they are unable to access the recycling center.

Dog Noise Complaints and Consistent Barking

- The board discussed ongoing issues with dog noise. The City of Keene dog ordinance and clarification of the board's role (not wanting to be the condo police) were considered and possible next steps were discussed. A suggestion was made that infractions be documented and incidents by individual owners be recorded.
- Pet Sitting: clarification on pet sitting definitions. Duration of pet sitting needs to be defined (length of stay, number of visits allowed in 180 days) and the need to enforce rules for non-owner dogs. The necessity of allowing dog sitting was questioned.
- Given this issue's sensitivity and legal cloudiness, Norma will contact the Association attorney for guidance on Meadowlands' responsibility.

Board Member Election

- Norma Couture and Ralph Mancinelli's positions are up for election at the 2025 annual meeting.

Annual Meeting Prep

- Board members are requested to complete their segment of the annual meeting presentation and do final edits.
- A pre-annual meeting board meeting has been scheduled for February 19, 2025. (Adjusted after the board meeting to February 18th)
- The regular schedule of meetings will continue in March after the annual meeting on March 1st.

Meeting concluded - 4:03 pm

Next board meeting February 18, 2025

Meadowlands Association Annual Meeting – March 1, 2025.

Regular meeting schedule resumes on March 12, 2025

Respectfully submitted by

Ronald T. Saunders, Member of the Board of Directors, and Clerk

February 15, 2025