

Meadowlands Condo Association

Minutes of the Meeting of the Board of Directors

June 11, 2025

Board members in attendance: Norma Couture/Ray Harvey/Ralph Mancinelli/Ronald Saunders. Annette Sturtz was unable to attend. A quorum was present; the meeting was called to order at 4pm.

Executive Summary

Prior to the meeting, the board approved the minutes from the previous meeting without changes.

The Condo Board meeting covered several key points. Financials were reviewed, and the board discussed paying outstanding landscaping bills, including a \$5,100 sewer backup bill. Additionally, the board addressed the need for homeowners to maintain dryer vents and the potential for a policy requiring regular cleaning, as well as ongoing issues with sump pumps and rainfall drainage away from foundations. The need to reinforce proper maintenance by owners was noted and discussed. The board approved the upload of all meeting minutes to the Meadowlands website from the beginning of January 2025. The meeting concluded with updates on ongoing projects and continued ongoing communication with owners.

Review of Financials

Income:

- Year to date HOA dues income \$88,985, anticipated interest on CD \$1,440. Further income is expected from pending recently closed properties.
- The board discussed switching banks if CD rates are more advantageous. Loan rate update is expected on June 27th.

Expenses:

- Insurance payments to date were \$12,969. \$11,965 remaining premium for the year.
- Trash/recycling collection costs are considerably lower now.
- AGM landscaping expenses are \$20,500. All outstanding bills have been received, including the 2024 sewer back-up bill for \$5100. Three invoices were dated from 2023 totaling over \$900. The outstanding bills were confirmed from invoices not previously sent, and payment will be arranged.

Operations

Road and Driveways:

- Driveway reconstruction and sealing are scheduled, and costs are \$8,618 and \$12,006.55 respectively. Driveway reconstruction will begin in July/August and sealing of all roads will follow in the Fall. Road sealing downpayment of 10% prior to project start, with 90% due on completion.

- Motion: Moved to approve the driveway reconstruction and sealing work and the costs as noted. Motion unanimously approved.

Garage Doors/ Drainage/Dryer vents/Pressure washing:

- Status of owner on-going garage door replacement was discussed with a large majority of replacements underway or scheduled. If an owner is selling, buyers will be credited for the replacement.
- Drainage throughout the property was discussed with the need for proper discharge piping from gutters, including extensions to move water away from foundations. It was discussed that sewer outlet access be noted for future repairs and cleaning out. Sump pump discharge is also noted as a continuing issue as mulch should be pulled away from all discharge areas. Ralph will contact the City for any plans that might note sewer outlet locations.
- Dryer vent cleaning was discussed with the potential insurance liability and the need for a policy on regular vent cleaning. The board might play a role by negotiating a group discount for owners with selected vendor.
- Pressure washing was completed on all selected properties for this year including four decks/patios separately arranged by owners.
- The board discussed the need for owners to take responsibility for their properties and the potential consequences of neglected maintenance. It was suggested that a general email be sent stressing this and the potential for offering homeowners assistance in minor repairs.

Website and Document Management:

- Website management and creation have been moved to CharlesWorks from Peterborough, NH, a local web development and hosting company, and no longer from GoDaddy. That now necessitates emailing the provider for changes and additions.
- The need to post meeting minutes on the website was discussed for transparency and ease of access by owners.
- The board approved by unanimous vote a motion to post meeting minutes on the website after adoption at the most recent board meetings. All minutes beginning January 2025 will be posted.

Miscellaneous Issues

- The board approved the property construction/change request for Unit 36D to refurbish the patio area and re-do landscaping. The project was approved with the stipulation that Ralph be consulted for appropriate landscaping and plantings.
- After considering individual schedules and the work being done within the condo, the board agreed to take a summer break and hold the next meeting in August.

Meeting concluded – 5:20pm

There will be no meeting in July.

Next board meeting August 13, 2025

Respectfully submitted by

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

August 8, 2025