

## **Meadowlands Condo Association**

### Minutes of the Meeting of the Board of Directors

June 28, 2025

Board members in attendance: Norma Couture/Ray Harvey/Ralph Mancinelli/Ronald Saunders/Annette Sturtz. A quorum was present.

Meeting called to order 3:58 pm

#### **Executive Summary**

This a special, non-regularly scheduled meeting of the board to discuss issues of importance before the next meeting in August. The meeting discussed the current financials, including balances and pending accounts payable, as well as CD rates and renewal. The board also discussed minor rule changes to be discussed at the next meeting, and other miscellaneous issues.

#### **Review of Financials**

- An update on current financials and year-to-date expenses and income was presented.
  - Bank balance is \$57,158.51.
  - Bills pending plus other bills from AGM will reduce the current balance by \$5,356.71
  - The CD is due for renewal with terms being six, seven, or nine months. Norma will check the rates and initiate the rollover at the best rate, presently in the range of 4.3 – 4.7%
  - \$2000 has been added to the budget due to the transfer fee received from two condo sales.
  - Currently two line items total \$1400 over budget due to expenses for handrail replacement, AGM sewer drain charges, and pressure washing.
  - The next major expense is driveway reconstruction due at the end of July.
  - The mid-year assessment is positive for the balance of the year.

#### **Operations**

- By-Law Update – discussion of varied owner issues
  - Regarding unit rentals versus owner-occupied units, the condo attorney advises By-Law changes to solidify the necessity to keep the number of rentals within the range as determined by the insurance carrier
  - Attorney also advises that any changes made to the units that are later sold are the responsibility of the future owner for upkeep and repair. The changes approved by the board are for the unit, not the owner. Each condo change or improvement must be noted in the minutes for documentation and for the individual condo's responsibility. The condo President will develop a tracking system to log improvements, changes, and history.

- The board will consider a letter to owners to acknowledge their responsibility for informing any future owners of their responsibility.

### **Miscellaneous Issues**

- 36A owner has requested approval of a redesigned sunroom. The board is awaiting the required building request form and architectural drawings for the project.
- Norma suggested L&G Propane be contacted to install new propane tanks.
  - Old tanks would need to be dug out, new ones installed, and the areas re-seeded and watered.
  - There are 5 tanks (one 1,500-gal tank, four 1000 gal tanks)
  - Norma will contact L&G re: replacement plan as well as plans to avoid the heavy trucks from entering the inner roadways.
- Changes in several areas were proposed for the Rules We Live By:
  - 4B - Trash collection has been changed from Monday to Wednesday due to a vendor change.
  - 15C Exterior Building – No satellite dishes or other attachments shall be made to the exterior of condo buildings
  - 15C Exterior Building -No furnace/AC venting to the front of the building unless the board grants explicit approval.
  - *MOTION*: Request the board approve modifications and changes to section 15C of the Rules We Live By to prohibit attachments to the building exterior and prohibit front-facing furnace/AC vents.
    - Motion by Annette, Seconded by Ray, all board members approved.
- Sump Pump update: most condos are now up to speed for appropriate drainage of sump pump discharge. Those that are still not complete will be contacted. A handful of condos have configurations that are difficult to reconfigure.
- Sewer Clean Out access:
  - Nine buildings have noted sewer clean-out access. Not all can be located. It was noted that for any future issues, it will be important to locate and identify sewer access for the buildings.
- It was noted that the electrical junction box cover nearest Unit 38A is broken. Ralph will contact the electric company.

**Meeting concluded – 5:11 pm**

**Next board meeting – August 13, 2025**

*Respectfully submitted by*

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

*August 8, 2025*