

## **Meadowlands Condo Association**

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

May 14, 2025

Meeting called to order 3:56 pm

A quorum of board members was in attendance: Norma Couture/Ray Harvey/Ralph Mancinelli/Ronald Saunders. Annette Sturtz was unable to attend.

#### **Executive Summary**

The meeting began with acceptance of the April 16<sup>th</sup> meeting minutes.

This was an open meeting, available for owners to attend with normal business being transacted. Seven owners/representatives were present. Financial updates were reviewed with focus on roof and driveway repair and road sealing. The board discussed the need for proper sump pump discharge systems, noting various issues from the recent heavy rains and recommending extensions of piping to prevent water damage. The impact of rental units on master insurance premiums was discussed. Garage doors and road repair were revisited and the need for preventative road maintenance cost/benefits was discussed.

#### **Review of Financials**

An update on current financials and year-to-date expenses/income was presented.

- Current balances are \$47,451 in checking, \$30,845 in CD.
- Year-to-date income is \$79,523, with two-unit sales and interest earned on savings.
- Expenses amounted to \$16,648 which included professional services, taxes, master insurance, and various operating expenses. Split invoicing of snow removal invoices was discussed.

Capital Expenditures:

- Roof deposit of \$12,328.47
- Projected cost estimate for 36 A-C driveway reconstruction - \$8,618.00
- A revised estimate to seal the condo roadways is pending.

#### **Operations**

##### **Owner Unit Changes and Construction**

- To improve the process for review of owner construction and changes to their condo, especially those that impact common areas, the board discussed a new form for owners to submit to the board for approvals. After discussion, the board approved the new form, "Common Area Variance and Construction Request" which will be posted on the website.
- Concerns were raised about the need to maintain any improvements and affected common areas and inform subsequent owners of their responsibilities to maintain common areas especially after any changes.

“If a previous owner was unable to maintain the property due to illness, etc., the new owner must become aware of their responsibility. How best do we communicate this?”

This will be submitted for attorney review.

#### Garage Doors

- An update on the progress of garage door replacement was given, with a sizable number of owners putting down deposits, and several already completed installations. The schedule for installation is expected to be 6-8 weeks from the time of ordering, but that timing might slip further from the manufacturer.
- Group pricing with Keene Door. Current quote: \$1,785, valid until June 30, 2025
- Homeowners are free to select their vendor of choice and timing for 2025.

#### Driveways/Roads

- Work on the 34/36 driveways was discussed with the need to plan the driveway replacement with the road sealing to insure proper driveway height.
- Assessments were discussed as a remedy for potential cost overruns and the need for on-going road maintenance but was not enthusiastically endorsed by board members.

#### Sump Pump Discharge

- With recent heavy rains, the need for proper sump pump discharge to prevent water damage to the property was discussed.
- Ray/Ron had completed a walk around the property and Ray presented photos of different discharge setups, recommending piping extensions to prevent water from re-entering the foundation and crawl space. Various methods of discharge were reviewed, including percolators and buried pipes with the Association adding funding to that project if needed.
- The board discussed the responsibility of owners in maintaining and extending discharge systems and will follow up with owners.

#### Insurance Requirements and Rental Limitations

- Insurance requires owner fireplaces and chimneys, wood/gas/propane burning, to be inspected annually. Norma will remind owners by email.
- The board discussed the potential impact of rental limitations on the master insurance policy. For the size of our property, 25% of all association units (nine units) is the maximum rental number allowed for us to remain in our insurance category/pricing. We currently have six units being rented so are under that threshold, however this will need to be monitored in the future.
- The board considered the need to amend the bylaws to limit rentals and the implications for future sales and rentals. This will be reviewed by attorney.

#### Miscellaneous Issues

- Planning for building power washing was discussed, with the association budget allowing three buildings this year. This may be a combination of top/bottom on several buildings but remain in the three-building price framework.

- The Spring property walk-around will take place shortly by board members to ensure areas around properties are neat and organized and following the Rules We Live By.
- The board discussed the importance of maintaining property values and the role of the association in supporting owners.

**Meeting concluded – 5:07 pm**

**Next board meeting – June 11, 2025**

*Respectfully submitted by*

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

*May 21, 2025*