

**Parsons Pond Condominium Association Board of Trustees**  
**Minutes of Meeting**  
**August 19, 2026**  
**North Deering Congregational Church**

**Trustees Present:** Preston Robison (President), Becky Burns (Treasurer), Paul Shupe (Secretary), Tom Price, Bruce Roberts, Terri Colon (Property Manager).

Various owners were also present.

- 1. Welcome and Declaration of a Quorum** – Preston welcomed everyone and called the meeting order. A quorum was declared.
- 2. President's Report** – Preston reported on the following matters:
  - a. SPS Meeting** – We will meet with them in August to begin a comprehensive, long-range planning process for the maintenance of Parsons Pond. The goal is to become more proactive in our maintenance work. Their evaluation work will follow.
  - b. North Deering Park** – A split rail fence will be installed along the North Deering Park boundary with Parsons Pond, hopefully by the end of the year. Ten to twelve people per day are using the park according to city officials.
  - c. Deering Village Update** - The adjacent 4.3 acres owned by Deering Village Development were discussed. Portland Water District is opposed to the planned development, as major city sewer and water lines run under the property. It appears unlikely to be approved.
  - d. Pond Update** – Kim Gordon brought concern about algae growth in the pond to the Board this month. Canyon Spring has been contracted to clear the algae and cattails, one half this year and one-half next year. This work has begun and will be completed soon. The pond appears to be in basically good health, with a diversity of creatures present, a sign of a healthy pond. Staying on top of this maintenance will be a priority.
- 3. Property Manager's Report** – Terri Colon reported on the following matters:
  - a.** Planned roof replacements have been completed for the season. Casco Bay carpentry repairs are lagging a bit behind due to injury; still the work should be finished this year.
  - b.** SPS will be on site to take samples of building envelopes. They will seek good information leading to advance planning.
  - c.** There has been a change in Fannie Mae lending requirements. The mandatory 10% reserve contribution that must be made annually to our reserves from our operating budget will increase to 15% beginning in 2027. The Association is already contributing more than that.

- d. Preston managed the painting projects that were needed, and are complete. Andy LaValle and his team did the work. We are pleased with the results and will use him again in the future.

**4. Treasurer's Report** – Becky Burns reported on the following matters:

- a. We are currently over budget on snow removal (\$4,965) and roadway patching (\$1,625). Other expenses are in line with the budget.
- b. The Reserve as of June 30 was \$225,174, including unspent funds from the recent assessment. There are about \$100,000 in payments due for work performed.
- c. The only delinquency in payments are Mr. Andrews.

**5. Consent Agenda** – Approvals were given by the Board for the following architectural matters:

- a. **9 Braddish Court** – three window replacements
- b. **10 Cresfield Terrace** – screen door, heat pump, window replacements, back exterior door replacement
- c. **55 Parsons Pond Drive** – garage door replacement
- d. **17 Wakely Court** – front storm door replacement
- e. **27 Wakely Court** – window replacements, back exterior door
- f. **63 Parsons Pond Drive** – two heat pumps, rebuild screened porch

**6. Legal Update** – Bruce Roberts reported on the following legal matters:

The appeal process is underway, and in the hands of the court, who may decide the case based on written documents, or whether oral arguments will be required. We simply have to wait for the judge's decision.

**7. Pool Committee Report** – Becky Burns reported on the following matters:

The fence has been pressure-washed and sealed. Signs are back up, and the landscaping has survived intact. There have been some rule compliance issues at the pool this season. A letter sent to owners requesting compliance has been effective.

**8. Other Business**

- a. The annual potluck Pond Party will be August 26, 4:30 pm, at the circle end of Wakely Ct.
- b. A problem with kids trespassing on e-bikes and scooters has arisen. We need to be vigilant and keep our eyes open, speaking with the kids as possible about respecting property.
- c. The driveway at the end of Parsons Pond Drive has been cleared by Willie C. The bamboo that has been cut back volunteers will take to Riverside Recycling. Tom will coordinate this project.

**9. Adjournment**

Becky MOVED and Bruce SECONDED that the meeting be adjourned. APPROVED unanimously.

Respectfully Submitted,

Paul Shupe, Secretary

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The Board met briefly following the main meeting to examine a recent invoice from Maine General Contractors for work done at 10 Cresfield. Board reviewed the proposal line by line. Casco Bay Carpentry also reviewed the proposal with Terri. Payment was approved 3-2.

Willie C has given us a price of \$2,700 to weed the perimeter of the pond, the rocks and the overgrowth on the path. Bruce will seek to negotiate this matter with Willie C. We will clear the cut bamboo ourselves, with Tom coordinating.

The dental office neighbor has changed hands. The fence between the properties still needs repair of damage which is the responsibility of the owner.

Tom has been working to make the forms required by the handbook able to be filled out online.

The meeting was adjourned by unanimous consent.

Respectfully Submitted,

Paul Shupe  
Secretary