

# **PARSONS POND CONDO ASSOCIATION BOARD OF TRUSTEES**

## **Minutes of Meeting**

**November 19, 2025**

### **North Deering Congregational Church**

**Board Members Present:** Preston Robison (President), Becky Burns (Treasurer), Paul Shupe (Secretary), Tom Price, Terri Colon (Property Manager). Unit Owners also attended.

**Board Member Absent:** Bruce Roberts

**1. Welcome & Declaration of a Quorum:** Preston called the meeting to order and a quorum was declared. 232 pounds of food were donated to Project Feed. New resident Lauress Wilkins-Lawrence was welcomed. Tom and Bruce were thanked for installing the new “Blind Pedestrian Crossing” sign on Parsons Pond Drive.

**2. Consent Agenda Items:** Owner applications have been approved by the Board in the past month for the following owners:

- 5 Wakely Ct - Replace Garage Door
- 107 Parsons Pond Dr - Install Heat Pump
- 9 Cresfield Dr - Install Heat Pump
- 23 Braddish Ct - Replace Garage Door
- 24 Parsons Pond Dr - install mini split
- 9 Braddish Ct - Replace 2 bathroom windows

**3. Proposed Declaration Amendment / Insurance update** – A vote to change the Founding Declaration to permit changes in the Master Insurance Policy will be held at the December 17, 2025 Board Meeting. The Board recommends that residents meet with their own insurance providers to ensure that their H06 policies are adjusted accordingly, including adding a “water-endorsement” to HO6 policies. If the deductible in the Master Policy is increased, owners should increase loss assessment coverage from \$1,000 to \$25,000. Terri reminded us that it is cheaper for Unit Owners to have appropriate HO6 coverage than to have that coverage obtained through the Master Policy, which is funded through monthly HOA fees.

**4. Property Manager Report:** Terri asked residents to report necessary siding and chimney repairs for spring. She reported that the new landscapers have met with approval from the residents. There are several pending sales of units that are ongoing. Wildlife feeding was raised, and Unit Owners are reminded to follow HOA rules. Owners are reminded that approval must be obtained in advance through the architectural portal before change work is done. Work done without approval may be required to be removed.

**5. Treasurer's Report:** Becky reported on the financials as of September 30. \$9,300 is in our operating account. Total reserves are currently \$112,000, but we are projecting \$120,000-125,000 at year's end. We are not over budget over all, but have spent more than was budgeted on tree care, snow removal and pond maintenance. The owner of 57 Parsons Pond Drive remains seriously behind in HOA monthly payments. One additional owner is one month behind. All other owners are current with their payments.

## 6. Committee Reports

- **Building & Grounds:** Preston reported that a spring walk-around the property will be conducted. No special assessment was made this year, but a small special assessment may be required next year.
- **Community & Communications Committee:** MaryAnn Shupe reported that committee is reacting out to new residents. She would welcome suggestions for changes to the Parsons Pond website. The directory is being kept up to date.
- **Policy Committee:** Tom Price and Carole Barber continue to work on updating policies.
- **Recreation Committee:** Carole Barber reported fall clean-up of facilities is complete.

7. **Legal Update:** Preston reported on legal matters currently pending. We are waiting for a judge's decision on our request for summary judgment in the foreclosure suit, in the matters of 57 Parsons Pond Drive. There is no definitive timeline at this time. In the mold case, discovery is continuing, with a deadline in February.

8. **Comments & Questions** – An opportunity for residents to ask questions of the Board was provided. The flag on Cressfield Terrace has been put back to full staff. Rich Abramson has agreed to continue to tend to the flag as needed.

The meeting was **adjourned** by unanimous consent of the Board.

Respectfully Submitted,

Paul Shupe  
Secretary