

PARSONS POND CONDOMINIUM ASSOCIATION ANNUAL MEETING

May 22, 2023 6:00 PM
North Deering Congregational Church
1364 Washington Ave, Portland ME 04103

Attendees: Rich Abramson (President), John Romei (Vice President), Susan Isenman (Treasurer), MaryAnn Shupe (Secretary), Susan Trusiani, Bruce Roberts, Terri Colon (Property Manager) and 18 Owners

The meeting was **CALLED TO ORDER** at 6:03 p.m.

A **QUORUM WAS ESTABLISHED** with 31 Units represented, 18 Owners present, and 13 by Proxy.

Rich welcomed everyone to the meeting and the Board and Owners introduced themselves. Rich read a letter of thanks from Dan Warthman who could not attend the meeting.

A **motion** was made and **seconded** to approve the May 23, 2022 Annual Meeting minutes. Rich asked for questions and an Owner had a question about a mulching discussion that was noted in those minutes. Rich said the question would be addressed during the committee reports.

A vote was taken and the May 23, 2022 annual meeting minutes were **APPROVED**.

Treasurer's Report:

Susan Isenman, Treasurer

- Susan thanked her finance committee: Susan Trusiani, Co- Chair, Rebecca Koerner, Paula Curran, and Anna Allen who all bring valuable knowledge and insights and are a pleasure to work with.
- Susan reported that we continue to make monthly contributions of \$5,720.25 to our Reserves account. Our combined reserve account balance is \$160,078.65. Of that \$11,956 had been approved from the 2022 assessment to be used toward necessary work on the buildings punch list. We are awaiting estimates for priority projects for 2023. The report from Criterium Engineers recommends an ending balance in our Reserve Accounts for 2023 of \$173,974. The Board and Committees will be reviewing and prioritizing projects for 2023 and beyond with consideration of existing reserve funds as well as what will be needed to ensure that necessary maintenance and updates to our property can be completed.
- Rich pointed out that we are close to what the Criterium Report recommends for our Reserve Account.

- A **motion** was made and **seconded** to approve the treasurer's report, and it was **APPROVED**.

Property Manager's Report

Terri Colon

- Terri read her report that was in the packet sent to Owners. (see packet for full report) She emphasized how difficult it is to find vendors able to do some of the work needed, but she has been gathering information and bids from roofers as well as fencing and paving companies.
- Terri reported that because Parsons Pond has been a great reference for Foreside Management, they are going to provide the Association with a pizza party for one of our Pond Parties.
- There was discussion about whether the increased business for Foreside would translate into extra help so Property Managers are not so stretched. Terri assured us that they are working on that. Rich pointed out that a meeting is scheduled with Foreside in September to assess where we are making sure that our needs are being met. This will be done yearly.
- There were questions about the damaged lamp post. It will be removed and a new one should be going in when the electrical company has time. Terri reported that the replacement would be covered by the driver's insurance and he has taken full responsibility.
- There was further discussion about concern for safety, and the recurrence of property damage by the same driver.
- There was discussion about the questionable repair of the damaged Wakely Court street sign and Terri will look into it. In addition, Rich stated that we would be looking into painting the street signs so they are more readable.

President's Report:

Rich Abramson

- Rich emphasized how lucky we are to live in a place that is such a refuge. Because of the age of Parsons Pond we are faced with the choice to *maintain, replace, or suffer the consequences of doing nothing*. We are at a crossroads with work that needs to be done here at Parsons Pond, and we do not want to deplete our Reserves Account. There will be future assessments. The Board is moving forward with plans and proposals for addressing current roofing issues and gradual replacement as well as pool renovation projects.
- Rich reminded Owners that we are no longer capable as a Board to oversee large projects and contracts; they will be managed by Foreside.
- Rich reminded Owners that there are always opportunities for volunteers. Any offer is appreciated and he encourages Owners to get involved.

- Rich gave an update on the North Deering Park project which continues to move forward. He and John met with Ethan Hipple last fall and they will follow up with him again to clarify issues concerning the property line as well as letters some Owners received recently about encroachment plantings. Rich is confident that ongoing conversation is possible and that they will work with Parsons Pond for a good outcome.
- There were questions and productive discussion about the park project, what it will be used for, and what it will look like. Rich encouraged Owners to walk through the proposed area off of Ball Park Drive and see what is already there. A park can ultimately be a positive thing for Parsons Pond and because of a Federal Grant cannot be used for other development.
- There was discussion whether solar panels for rooftops have ever been talked about and whether metal roofs have been explored. Buildings and Grounds took note.
- There were questions and there was discussion about the fact that many of the leaky roofs are actually caused by aging skylights which are Owner's responsibility. Many roofers are not willing to install new roofs until skylights are replaced and some are offering to replace them at a reduced cost as part of the roof replacement.

Committee Reports

Buildings and Grounds

Bruce Roberts, Chair

Sean McCarthy, Co-Chair, was not able to be present.

- Bruce reported that the committee has been in the process of gathering information about the history of the roofs and trying to get all the information about contracts and vendors cloud storage for easier access.
- Tending to leaking roofs is a priority and Terri is working with roofers to get estimates for immediate repair on some and long range plans on the others.
- We will also be working at the same time with Bartlett Tree to be sure trees and overhanging limbs that are affecting the roofs are addressed.
- There was a question and a discussion about the maintenance of the Memorial Garden near 24 Parsons Pond Drive. Terri will clarify with Webster.
- There was a question whether the storm water survey has been done and John confirmed that it has.
- There was a discussion about mulching around trees that have had root repair.

Pond

John Romei, Chair

- John reported that this was going to be an experimental year for the milfoil issue in the pond. The \$7000 cost to remove it is not a guarantee that it will not come back. Kim Gordon shared that there are two kinds of milfoil, one that is red-stemmed and can harm the pond long term, and one that is green stemmed and is naturally occurring and of some benefit. It is unclear at this point which kind we have.
- No remediation will happen this year as an experiment. The fountain will be monitored and cleaned as needed, and we will try and determine which type of milfoil we have.
- There was discussion about the fountain being moved further into the pond for a greater benefit to the pond as a whole. John will check with Canyon Springs.
- There was discussion about the berm around the pond, and how to address the weeds in the rip rap.

Pool

MaryAnn Shupe, Chair

- MaryAnn thanked her committee: Susan Isenman, Co-chair, Patty Byers, Jodi Douglass, and new members, Becky Burns and Rochelle Roberts.
- As MaryAnn's term on the Board ends, Becky Burns will become the new administrative chair of the Committee. Susan Isenman will be the co-chair, and another Board member will be assigned.
- Christman Pool Company is currently working on cleaning the pool and balancing the chemicals in hopes of a Memorial Day weekend opening.
- This pool season is once again about keeping the pool safe, and as functional and pleasant as possible.
- The pavers are original to the property and are uneven and lifting in several areas present a tripping hazard. The fence has been in disrepair for quite sometime now and the Pool Committee is working with Terri on a pool renovation proposal that would include new pavers and fence, and a water spigot located at the pool.
- At this point it is not clear that a new cover is needed, and the heater is currently working. If at any point it stops working we will have no choice but to replace it. It is still uncertain if issues we have had with the breaker tripping it are electrical in nature or caused by a faulty heater. It is being monitored closely.
- Once we get bids the Committee will make a recommendation to the Board, followed up by conversations with Owners.

Community and Communication

MaryAnn Shupe, Chair

Welcoming: Susan Isenman, Carole Barber and Jeannine Lafevre.

When new Owners/Residents move in they are given a welcome packet which includes a variety of helpful information and documents including a directory and Foreside Management contacts. We make sure they have access to the Parsons Pond Website and access to the Friends of Parsons Pond Facebook page if interested. Once they have settled in, a follow-up visit is scheduled to answer questions. This process seems to be working well.

Events: Susan Isenman, Patty Byers and Liz Mapes

- Pond parties have been the biggest focus and continue to be a success. This past year it included a winter gathering which was well received. Braddish Court has offered to host a spring/early summer gathering.
- A community wide yard sale was explored, but there was not sufficient interest to move forward.

Communication:

- The new Board will determine if **Newsletters** will continue.
- The **Parsons Pond Website** is updated on a regular basis and continues to be a place to find an updated directory and handbook as well as other forms, documents and helpful information. If you do not have access to the Website please contact MaryAnn Shupe, who will continue to manage the Website.
- The **Friends of Parsons Pond Facebook Page** continues to be a positive place to celebrate our community with photos and sharing of information.

Policy:

John Romei, Chair

There are continued concerns about parking. The policy committee will meet to continue this discussion.

Tennis Courts:

John Romei, Chair

- John reported that Maine Tennis should be beginning work shortly on patching and repairing the tennis courts.
- In addition to tennis courts, a pickle ball court will be installed as well as shuffleboard and corn hole. Portland Arts and Technology High School has offered to build a small shelter to house equipment for these games.

- Once the courts are repaired, we will assess how often the courts are used over the next several years to see whether a larger renovation project is warranted on down the road.

Nominating:

- Rich reported that MaryAnn's term on the Board is up and Preston Robison has put his name forward as a candidate. Rich asked if there were other nominations. Hearing none, a **motion** was made and seconded to nominate Preston Robison to the Board of Directors. A vote was taken, and he was **APPROVED**.

Litigation Update:

- Bruce Roberts reported on pending litigation, sharing only information that is a matter of public record. There are two lawsuits pending against an Owner, one to gain access to fix mold and water damage on a shared wall, and one for foreclosure because of failure to pay fees and assessments. We are currently waiting on the court system to move forward on these cases.
- We continue to incur attorney fees, and there have been out of pocket expenses for repairs to the shared wall because of water damage from a neglected appliance leak. If the courts rule in our favor, these expenses should be reimbursed.

The meeting was **adjourned** at 8:00 pm.

The Board met in Executive Session to elect new Officers.

Respectfully Submitted by MaryAnn Shupe, Secretary