

PARSON'S POND CONDOMINIUM ASSOCIATION

BOARD MEETING MINUTES

April 24, 2023 6:00 PM

North Deering Congregational Church

In attendance: Rich Abramson (President), John Romei (Vice President), Susan Isenman (Treasurer), Bruce Roberts, Susan Trusiani, Sean McCarthy, Terri Colon (Property Manager)

Owners present: Dan Warthman, Ed Schultz

Call to Order: Rich Abramson welcomed everyone and called the meeting to order at 6:03 PM

Owners Comments and Questions:

- Rich Abramson thanked Dan Warthman for helping with the trapping.
- Ed Schultz inquired as to the proper protocol for replacement of the crabapple tree on their property.

Approval of Minutes: John Romei moved to approve the minutes of the March 20, 2023 Board meeting. The motion was seconded by Bruce Roberts and APPROVED.

Treasurer's Report

Susan Isenman, Treasurer

The finance committee (Susan Trusiani, Co-Chair, Rebecca Koerner, Paula Curran, and Anna Allen) met on Thursday April 20, 2023 to review and discuss the draft Fiscal Year 2022 year end summary report for the annual meeting as well as to discuss the first quarter of 2023.

Although the March financials had not yet been finalized, the draft financials were reviewed as well as the draft year end 2022 summary that will be presented at the Annual Meeting

- Spectrum Contract follow up- Although the implementation date was July 27, 2021, the initial term of the Contract was May 17, 2021 through July 25, 2025. Per the Contract, Spectrum has the right to increase our rate up to 6% on January of each year. Unless notice by either party is provided 90 days in advance of the expiration date, the contract will automatically renew for one year. The Finance Committee recommends that when it is time to consider renegotiation of the contract, that there be finance committee representation on the committee that evaluates our next contract.
- We exceeded the number of snow plowing and salting/sanding treatments that were included in our basic contract with PR Webster as well as the amount that was included in the snow removal budget line.
- As mentioned previously, our trash removal expenses will be over budget this year because we didn't receive notice of the increase prior to completion of the budget.
- We have also incurred significant legal expenses as well as building maintenance expenses.

- At this time, other expense lines are at or below budgeted expectations.

Thanks to Sean McCarthy for setting up the Google Drive and to Sean McCarthy and Bruce Roberts for gathering the contracts. This will be very helpful for future budgeting and planning.

Our combined reserve account balance as of the morning of April 24, 2023 is \$154,201.45

The draft of the 2022 Fiscal Year Financial Summary indicates that we will have approximately \$2,238.56 in net operating income that will be able to be transferred to our reserve accounts.

Susan Trusiani moved to accept the Treasurer's Report. Bruce Roberts seconded the motion, and the report was APPROVED.

Consent Agenda Items

There were three consent agenda items for discussion:

- A heat pump for 5 Cresfield Terrace
- A new deck/patio for 21 Wakely Court
- Tree and perennial plantings for 5 Braddish Court

Susan Isenman moved to approve the consent agenda items. John Romei seconded the motion and the items were APPROVED

President's Report

Rich Abramson, President

Rich expressed his appreciation to Bruce and Rochelle Roberts for their help painting the utility boxes and thanked Rob Milliken for contributing the rollers to help make the painting process faster and easier.

Rich Abramson, John Romei and Dan Warthman have been helping to trap animals on the property and relocate them. The woodchuck has eluded capture, but they were successful with a squirrel and a racoon.

Kim Gordon has done a great job with the flowers around the pond, helping to ensure that we have a spring bloom.

Bruce and Rochelle Roberts attended the Friends of Allen's Corner (formerly the North Deering Neighborhood Association) meeting.

- There will be a dispensary opening on Auburn Street, at the location of the former gas station.
- In addition to their current location, Starbucks may be opening a drive through location across the street from their existing storefront.
- Other conversations included the importance of neighborhood walkability.

Rich Abramson and John Romei attended a meeting with Ethan Hipple regarding North Deering Park. The plans for the park are moving forward and they expect to close on the property in June.

- There will be a posted sign indicating that Parsons Pond is private property.
- They inquired as to whether the owners at Parsons Pond would like a gate to grant easy access to the park. Rich will discuss this with the owners at the annual meeting.
- The Parks Commission would welcome representation from Parsons Pond on the Committee.
- The park border will be approximately 75-100 feet from our property line.
- Ed Schultz inquired as to the property owners of the land that is being purchased. The Land Trust is purchasing two properties one of which is owned by the Haverty Family. Rich circulated a plan for review.
- Sean McCarthy suggested that it may be advisable to review their stormwater plan.

Property Manager's Report

Terri Colon, Property Manager

In addition to the previously mentioned financial items there is an invoice from ServePro for approximately \$9,000 that will need to be approved and paid.

Terri has been helping to get estimates for necessary work in the Pool area to replace the Pavers and the Fence.

- Horizon Fence met with Terri and the Pool Committee regarding an estimate to replace the fencing in the area. The representative contacted Terri to inform her that the project is too large for Horizon to consider this calendar year.
- Maine Fence as well as the other companies with which Terri spoke are unable to take on additional projects this year.

In addition, the white fence along Parsons Pond Drive and the privacy fence behind 22 Braddish Court are in disrepair. Terri will contact Horizon Fence for an estimate. Bruce Roberts will contact Rob Milliken to determine whether CR Services or another company had previously worked on the privacy fences.

Logan's Landscaping met with Terri and the Pool Committee regarding the best options for replacement of the pavers, recommendations, and a plan for necessary work at the pool. Preliminary quotes have been received. One for an option that utilizes some of the existing pavers and another that would include all new pavers.

Rich recommended that the Pool Committee put together a plan that includes all of the necessary components and the Committee's recommendations.

Terri met with Casco Bay Roofers and has a meeting scheduled with another company to evaluate the roofs in the development.

- Casco Bay Roofers assessed the roofs. The front roofs are in good condition. There are three rear roofs that need attention now, but the majority of rear roofs will likely need to be done in the next few years.
- Casco Bay Roofers will not replace the roofs if the owners do not replace the skylights as part of the process. The areas that are leaking appear to relate to the skylights.
- Bruce Roberts stated that the rear roofs were last done in 2003.
- Discussion occurred regarding the need to ensure that the trees are trimmed as part of the process.

Pool Committee**Susan Isenman for MaryAnn Shupe**

The Committee is working with Terri Colon to have evaluations and get estimates for necessary work for the pool area including the pavers, the fence and associated needed pool related items. The Committee would like to have something to present at the annual meeting.

Other items under consideration including adding a spigot in the pool area and potentially contracting with Christman to fill the pool as part of their services.

There was discussion about having a shorter fence with a gate in the area of the Tot Lot.

Pond Committee**John Romei, Chair**

The flowers around the pond are doing well.

John spoke with Canyon Springs regarding the milfoil situation. There was money built into the budget to address the milfoil situation. The process is labor intensive and expensive with no guarantee. John inquired as to whether it was advisable to do nothing this year, clean the pump if needed and further evaluate the status of the milfoil.

Buildings and Grounds Committee**Sean McCarthy and Bruce Roberts, Co-Chairs**

Prior discussion occurred regarding having life preservers the pond area. Sean will follow up and purchase items for the pond area that are functional and esthetic.

Bartlett will be coming to evaluate the trees and make recommendations for necessary work.

PR Webster will also be coming to repair any plow damage as well as do the spring clean up and mulching.

Terri will follow up with Lisa at Webster regarding the tree for 7 Cresfield Terrace, the shrub for 6 Cresfield Terrace, as well as information about the approved planting list.

Community and Communications Committee**Susan Isenman for MaryAnn Shupe**

MaryAnn is coordinating Annual Meeting refreshments and will be asking for volunteers.

There are several potential upcoming events:

- Several owners expressed interest in a community Yard Sale. MaryAnn is working with the owners to determine a date in late May or early June.
- There is potential for a Garden Tour for late June or early July.
- We look forward to continuing our Pond Parties and hope to have a commitment from a street to sponsor a party early in the Summer.

The welcoming packet has been updated. MaryAnn has contacted the owner at 59 Parsons Pond Drive who hopes to move in Mid-May. The welcoming committee looks forward to meeting with her.

Policy Committee

John Romei, Chair

The Policy Committee will meet before the Annual Meeting to discuss the contractor insurance requirement.

New Business

Nominating Committee and Board Terms

- Rich thanked MaryAnn Shupe for all of her research and efforts regarding the Board Terms.
- Preston Robison has expressed interest in being on the Board. All of the nominees for Board have submitted information to Terri for inclusion in the Annual Meeting packet.

Old Business

Sean has ordered the mulch and necessary items for the Tot Lot.

Dan Warthman and Ed Schultz expressed their appreciation to the Board for all of their efforts.

Executive Session: A motion was made for the Board to go into Executive Session at 7:31 PM. Executive session ended at 7:42

Adjournment: Susan Trusiani moved to adjourn the meeting. Bruce Roberts seconded the motion, and the meeting was adjourned at 7:42.

Respectfully submitted by Susan Isenman, Treasurer for MaryAnn Shupe, Secretary