

PARSONS POND CONDOMINIUM  
ASSOCIATION BOARD MEETING

March 20, 2023  
6:00 p.m. VIA Zoom

Attendees: Rich Abramson (President), John Romei (Vice President), MaryAnn Shupe (Secretary), Susan Isenman (Treasurer), Sean McCarthy, Bruce Roberts, Susan Trusiani, Terri Colon (Property Manager) Owners present included Carole Barber, Patty Byers, Preston Robison, Becky Burns, Rob Milliken, Kelsey McCarthy, and Thrity and Sharad Saraf

Rich welcomed everyone and the meeting was **called to order at 6:02**. Rich hopes to be back to in person meetings at the church again starting in April.

**Owner Comments and Questions:**

- Carole asked who was responsible for the utility boxes around Parsons Pond and noted that some were in disrepair allowing water to get in. It will be looked into, and Rich suggested that once they are repaired, we paint them ourselves.
- Carole reported that there is a lot of plow damage on the lawns and wondered if Webster would be responsible for the repair. It is the Board's understanding that damage done by plows is covered in the contract.
- Carole and Becky asked for an update on the legal issue.
  - Rich reported that a Right To Cure and a Foreclosure have been filed and we are still waiting for a court date. Terri will update the Board on the particulars in Executive Session.
- Preston wanted to be sure that Terri and the Board were aware that there are two signs down on Wakely Court, the street sign and the "No Parking Around the Circle" sign.
- Preston reported that he and Becky will be submitting a request for a new deck and that they reached out to Rich for clarification about the policy requiring proof of insurance from outside contractors. Rich referred their question to the Policy Committee for review.
- Susan Trusiani reported that the internet was down at the end of Parsons Pond Drive on Sunday, March 19th. No one else reported an outage.

**Approval of Minutes:**

A motion was made to approve the February 13, 2023 Board Meeting Minutes. It was seconded and **APPROVED**.

**Treasurer's Report****Susan Isenman, Treasurer**

- Susan reported that at this time we only have our January financials for budget comparison and most items are at or below budget.
- There are, however, some line items that are significantly greater than expected. Those include legal, insurance, trash, and cable. (Terri later provided information about our insurance policy expenses which are within our annual budgeted expectations.)
- The 6% increase with Spectrum was expected at the anniversary of the contract, not the beginning of the calendar year. We requested a copy of the contract from Spectrum, and Terri reported that it arrived on Friday.
- Based on invoices, it appears that we have also exceeded our snow removal and winter treatment budget as well as the contingency.
- We have continued to make our monthly contribution of \$5720.25 to Reserves.
- One 2022 assessment is still outstanding.

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

**President's Report:****Rich Abramson, President**

- Rich remarked that it's nice to see that the ice is gone and the ducks are back on the pond. There were reports late this winter of kids walking on the pond to do some ice fishing and there was discussion about safety. We will explore the possibility of installing ropes and life preservers for the winter.
- Rich reported that the Policy Committee will be looking into the proof of insurance requirement for outside contractors.
- Rich asked for input on whether to hold a Board Workshop for brainstorming and planning purposes. There was widespread interest and one will be scheduled for April.

**Committee Reports:****Pool:****MaryAnn Shupe, Chair**

The Pool Committee will be meeting with Terri on Wednesday to begin making a plan for addressing the needs at the pool. There will be more information to report at the next meeting.

**Pond:****John Romei, Chair**

- Nothing new to report at this time. The committee will be meeting in the spring to come up with a recommendation to address the milfoil.
- There was a more discussion about safety at the pond and how to discourage fishing. There seems to be a group of kids who fish that do not have a connection to Parsons Pond.

**Buildings and Grounds: Sean McCarthy and Bruce Roberts Co-Chairs**

- Sean is working on a Google Drive that will be accessible to Board members. The drive will store contracts, vendor information, and other helpful documents in the cloud. This will make it easier for this Board, and future Boards to easily access this information. Since Foreside is the common thread, they will be involved in the process as these documents will need to be updated on a regular basis.
- Bruce has made contact with CR Services and has the punch list of unfinished items from 2022.
- Sean initiated a discussion about how we proceed with the punch list and buildings work. He proposed that we move to a RFP (Request For Proposal) model rather than leaving it open ended and in the hands of the contractor.
  - Rob pointed out that given the age of our buildings it's often hard to determine what the scope of work is for a particular project until you actually get into the project.
  - It was confirmed that a spring walk around should happen for both buildings and grounds. Terri will propose some dates.
- Sean has a couple of volunteers ready to help reassemble the Tot Lot, and is waiting for better weather.

**Community and Communication: MaryAnn Shupe, Chair**

- A newsletter will be going out this week.
- We will be assessing interest in a spring yard sale.

The annual meeting date was set for May 22, 2023.

There was discussion about the need for paint for touch-ups. Rich will purchase some of each of the colors to be available to Owners and the building contractor.

A motion was made to go into Executive Session at 7:07

The meeting was adjourned at 7:50

Submitted by MaryAnn Shupe