

Sundown Condominium Association

Twenty (20) unit owners were represented at the meeting in person or by proxy.

President Vin Martino opened the meeting with a welcome to all who attended and presented a summary of the past year. Highlights included a thank you to Board members who stepped up and served the needs of Sundown without a full Board in place, the first authorization of a full snow removal of all roofs due to the heavy snow load, the opening on the Board for one more member and the postponement of our plan to offer the option of hiring a management company. Installation of the new fence along 11B is in progress.

Secretary Barbara DeAngelis will email a list of all current Sundown owners to members. Any changes in address, phone number, email or emergency contacts should already have been sent to her.

Treasurer Marion Monson reviewed our proposed operating budget for 2016. Insurance costs will remain the same. We currently have a capital reserve account balance of \$63,564 (\$15,500 of which is reserved for the remainder of the Rte 11B fence payment). The goal is to add \$10,000.00 each year. Two of the three large capital expenditures this past year were not budgeted and came from the capital reserve account. One was \$9,900.00 for snow removal from all roofs, the other was \$11,500.00 in roof repairs. The Board decided NOT to seek an assessment of \$320.00 per unit for the roof snow removal this past year. The \$15,500.00 as an initial deposit on the fence along 11B was budgeted. This totaled \$36,555.00 in capital expenditures. Budgeted capital expenditures for 2016 include the final payment on the Rte 11B fence and \$14,500 in roof repairs. A breakdown of each budget category was emailed to each member in advance of the meeting. Added to the budget for 2016, as suggested by Brett Wright, are the cost of two replacement fence panels in the event of damage. The repair and maintenance category reflects \$17,200 to replace selected windows and doors in need. A contribution to the replacement reserve fund in 2016 is to partially recover monies removed from that account for the unanticipated roof snow removal cost last winter. The projected reserve balance will be approximately \$58,000.00 at the end of 2016. Based on total budgeted expenses of \$101,450 plus the reserve fund contribution, the Board of Directors recommends continuing the monthly condominium fees per unit at \$291.00.

Brett Wright asked if the roof work was repair or replacement. One roof is scheduled to be fully replaced, others will be repaired as needed. Al Dirth mentioned that it would be aesthetically pleasing to do one whole building. Financially, that does not seem possible with our budget at this time. Al Dirth also asked about the swale work. The swale runs from an outlet at Route 11B through the backyard of building 22--then under Nestledown Drive and the common area to exit at our property line behind unit 27B.

From there, the water runoff continues to the lake. This swale trench must be cleaned out periodically to keep that runoff water flowing without impediment. Lori Buskey asked that capital expenditures be listed on our financial sheet going forward.

It was moved by Brett Wright and seconded by Anthony Alba to accept the 2016 proposed budget. The motion passed unanimously. It was moved by Brett Wright and seconded by Anthony Alba to keep the 2016 monthly condominium fees at \$291.00. The motion passed unanimously.

Al Dirth reported that asbestos was currently being removed from parts of the former St. Helena Church building and that the building would then be demolished. It is not known what plans the new owner has at this time.

Lori Buskey was concerned about the number of mice in her unit this fall. It was reported that this seems to be an exceptional year for mice. Many suggestions were given to Lori, including that she entertain a complete assessment of her unit in a timely manner.

Debi Dirth asked about the status of management company research. It was reported that finding a reputable management company in our area was difficult. We had received recommendations from our insurance company and upon checking references, we had received conflicting reports. The search continues. Vin said the two big questions are #1--do we need a management company? #2--if so, what can they do for us?

Al Dirth will submit a repair form to the Board to investigate the bottoms of the front door sidelights in building 63.

Since the sale of the St. Helena Church property, parking there during snowstorms is not authorized by the Board. Working with our landscaper, the Board will create a new plan for winter snowstorm parking and email it to all unit owners shortly.

No member in attendance volunteered to serve on the Board of Directors at this time. It was moved by Chris Wright and seconded by Anthony Alba to keep the current Board intact at this time. The motion passed with one dissenting vote. Vin asked individuals to think about the possibility of joining the Board. Our ByLaws state that there can be no less than 3 members and no more than 5 members.

It was moved by Brett Wright and seconded by Anthony Alba to adjourn. The motion passed unanimously.

Respectfully submitted,
Barbara DeAngelis, Secretary

