

**Spring Meadows Association  
January 8, 2018 Board Meeting,  
CYC Building, Old Loudon Rd. Latham, NY**

**Meeting Minutes**

**Meeting was called to order at 6:07 PM**

Attending:

Board members: Mona Stewart, Mike Lundy, Greg Dudley,  
Todd Evers, VP CYC Realty Management  
Carolyn May, Unit owner  
Jeannine Murphy, Member, Architectural Committee

Absent: Aric Lemon, Board Member

**Motion to Fill Vacancy:** Motion was made to appoint Carolyn May to fill the position vacated by of Bob Eberle. Motion was adopted unanimously.

**Approval of the Minutes of the December 11, 2017 Meeting:** Motion made and approved to accept the December 11, 2017 minutes of the Board

**Treasure's Report:** Treasure Mike Lundy presented the financial report for the period ending on December 31, 2017. After discussion, the Report was approved by a motion of the Board.

**Old Business:**

1. Brightview Update. Board discussed the condition and necessary repair to the siding of Unit #155.
2. National Grid Exposed Box (Units 47 and 49). Board Discussed the exposed electrical box and National Grid's failure to return multiple calls made by the Association to request the replacement or repair of the box. Board discussed the nature of the hazardous condition and National Grid's responsibility to rectify the situation.
3. Driveway Repair or Replacement - Board discussed the postponement of the scheduled replacement or repair of 5 driveways. The project was postponed due to inclement

weather that would have compromised the repair, if completed. Effected units are: Units 54, 101, 146, 186, and 222.

4. Snowplow Meeting of 11/28/2017. Board discussed the expectations of the snowplow contractor and the response and performance of the contractor during the December snowstorm
5. Water Run Off/Stream. Board discussed the status of Todd's and Greg's work with the Association's contract attorney.

### **New Business:**

6. Landscaping Contract: Board Discussed the performance of the landscaping contractor last summer (summer of 2017), including observations and concerns expressed to Board Members by Association members. The Board and CYC discussed expectations of the 2018 spring-summer landscaper.
7. Garage Door Replacement (Unit 53 Harvard Rd) after discussion of the project by the Board, a motion was made by Mona and seconded by Greg to approve the replacement of Unit 53's garage door.
8. Committees: Board discussed the establishment of several committees including a Compliance Committee to assist the Board with ensuring the compliance of Association standards by the Association Member Units. Compliance Standards are important tools to protect the value of Spring Meadow homes.
9. Website: Board discussed the plans and status for the new website. The goal of the Board is to ensure the site is very usable by members of the association, that it is updated appropriately, and is a tool for members to use when seeking information and assistance from the Association.

### **Tickler**

10. RFP for Landscaping. The Board discussed the requirements for the 2018 landscaping services with special notice of the type of mulch to be used by the contractor.

11. Sidewalks of Units 52, 61, and 80. The Board discussed the condition of the unit sidewalks, and those requiring replacement in Spring/Summer 2018. At this time, the Association is replacing those sidewalks in most critical need of repair.
12. Removal of Trees between Driveways. The Board discussed the removal of trees growing between the driveways of Units 38, 40, and 65.
13. Painting of the Doors of Units 170 and 172 and the Paint Contractor. The Board discussed those unit doors that require painting in the spring 2018, as well as the very positive reviews of the exterior repair and painting completed this year by the painting contractor, Pat Carney and his professional painters.
14. Spring Walk-around. The Board discussed their goals and expectations for the Spring Walk Around. (Annually, the Board walks Spring Meadows to assess winter damage including but not limited to the inspection of the exterior condition of each unit and unit's property, examination of posts for possible replacement, as well as the inspection of adjacent common grounds. Information from the Walk-Around helps the Board determine the necessary work to be completed throughout the "good weather seasons".  
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**Meeting Was Adjourned at 7:25 PM**