

Spruce Hills Condo Association
Minutes of Open Session
Spruce Hills Clubhouse
November 20, 2018

Call to Order: The meeting was called to order at 8:00 pm

Board Members Present:	Janet Traphagen	President
	Joe DeVergillo	Vice-President
	William Palaferro	Treasurer
	Tim Todd	
	Robert Hart Jr.	Secretary

Assoc. Members Present:	1	Fleur Baumgartner	1004
	2	Kellie McKinney	0403
	3	Melanie Brunt	1906
	4	Dorothy Nicolai	0111
	5	Camille Noonan	301
	6	Erika Kurpis	0315
	7	Gina Ambrosio	2014
	8	Fred Torlish	1006
	9	Karen Cannon	110
	10	Valerie Schunk	1516
	11	Ray Palanca	0611
	12	Alan Theesfeld	916
	13	Carlabeth Biggs	0601
	14	TJ Scollan	0802

Approval of Minutes:

Oct. 16, 2018 - Working Meeting
Oct. 16, 2018 - Open Meeting
Oct. 2, 2018 - Working Meeting

Motion: Janet Traphagen Seconded: Joe DeVergillo

All in favor and motion passed

Treasurers Report:

	<u>October</u>		<u>November</u>
Checking Account	\$3,112	Checking Account	\$10,159
Savings Account	\$138,421	Savings Account	\$33,878
Capital Reserve	\$358,250	Capital Reserve	\$358,584

Motion to accept Treasurers Report

Motion: Robert Hart Seconded: Joe DeVergillo
All in favor and motion passed

Motion to approve the Bills List

Motion: Robert Hart Seconded: Joe DeVergillo
All in favor and motion passed

Motion to approve the repairs on Unit 403

Motion: Janet Traphagen Seconded: Joe DeVergillo
All in favor and motion passed

Motion to approve the replacement of a damaged studs & double plate in Unit 1705/1706

Motion: Janet Traphagen Seconded: Joe DeVergillo
All in favor and motion passed

Motion to approve the replacement of the roof on Units 1502-1510

Motion: Janet Traphagen Seconded: Joe DeVergillo
All in favor and motion passed

Completed Projects:

- Roofing on Buildings 3, 5 & 10

Projects still in process:

- Header replacement on 1503
- Truss replaced on 403
- Roof on Bldg. 15
- 1705/1706 Stud & double plate replacement

Discussion:

1. Attorney contract renewal

Motion to approve to renew the contract with the associations law firm, Scholl, Whittlesey & Gruenberg, LLC.

Motion: Janet Traphagen Seconded: Bill Palaferro
All in favor and motion passed

2. Special Assessment – No final determination has been made for a special assessment at this

time. The previous study was completed in 2014 and since there has been a significant investment in capital improvements since then, updating the Capital Reserve Study will provide a current replacement cost of the capital assets and the status of the reserve fund.

Open Floor:

1. Snow Plowing Issues:

After the recent snowfall, the office received numerous complaints concerning the job done by the new contractor. In addition, the members present expressed their frustration on these items:

- *Snow piles blocking access to walkways*
- *Un-cleared assigned parking spaces*
- *Snow piled in such a manner to prevent access into the parking lots from Spruce Hills Drive*

The Board and Property Mgr. will be meeting with the contractor to address all issues reported and observed as soon as possible.

2. Questions from Members:

a) Q: What is being done with the condition of the recycling areas?

Board: We are currently testing re-used trash dumpsters (repainted) for use as recycling containers. While these are easier for the Borough employees to empty on collection days, we continue to have to deal with uncooperative residents when it comes to boxes and other non-recyclable items in the recycling areas.

At this time, there are not enough funds available to overhaul the recycling areas.

b) Q: What is being done about the water on the road at the intersection of Glen Manor Drive and Rt. 31??

Board: The Borough just completed installing a pipe to capture the water and feed it directly into the drain at the bottom of the hill. We will see how this improves the situation. We know the Borough is trying to redo that intersection but must wait in line with other projects by the State.

c) Q: How do we collect non-payment of maintenance fees?

Board: The Property Mgr. is instructed to consistently pursue all monies owed the association. Letters are sent to unit owners at specific intervals before forwarding the situation on to our attorney for collection. We pursue liens on the property, personal liens and wage garnishment when and where appropriate.

d) Comment from the floor: In the past, some of the association Boards seemed to

waste money on repairs done with poor quality work.

Board: While at times there is a need to make a repair, to siding for example to mitigate a problem, later it may be necessary to replace that whole side of a building when the funds are available. It is not the Boards intent spend funds on short term solutions and poor quality work. There have been instances where siding has been replaced but not painted simply because of more pressing needs elsewhere.

There being no further questions, the meeting was adjourned at 9:15 pm.

The next Board meeting will be Tuesday, January 15, 2019

Signed: Janet K. Lyschagin Title: President