

Indian Creek Association

Minutes - May 9, 2023

Meeting Called to Order:

6:16pm via Zoom

Board of Directors	Present	REMINDERS:
Anne Welsh, President	✓	Extra Yearly Payment of \$350 Due on July 1, 2023
Kristin Leavitt, Vice President	Absent	
Karen Mills, Treasurer	✓	WE HAVE A NEW WEBSITE!!!
Maura Fitzgerald, Secretary	✓	Do you have any Indian Creek photos that you would like to share?
Prue Milnes, Member At Large	✓	We'd love to use your photos on the website - LET US KNOW!
Property Management Associates:	Caleb Beau	
Homeowners Present:	#22 - Lauren Carr #24 - Julie Winn #25 - Melinda Tate #32 - Dorene Quesnel #46 - Joan Bowker #56 - Marguerite Myers #57 - Sylvia Frisbie #58 - Marilyn Buchanan	<i>For accurate records, please make sure your full name appears on the Zoom call.</i>
<p>For repair requests and complaints concerning violations of Admin Rules, please use the Reporting Form at our website www.indiancreekcondos.org. If you do not use email, please phone Property Management Associates (PMA) 802-860-3315.</p>		

Approval of Minutes:	Maura made a motion to approve, seconded by Prue
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HOMEOWNERS QUESTIONS/CONCERNS		
Unit Number	Concern	Follow-up/Completion
#56	Sidewalks are being done and wanted to thank the board. Anne said the entryway is being evaluated by ECI and estimate is being done by ECI.	
#45	Joan Bowker wanted exterior boards that are bowing to be looked at, the contractor doing the wood rot said this is outside of their contracted wood rot. Anne is going to check with GTM to see if the work would be by the hour and compare it to our handyman labor rates.	
#24	Julie would like to know if there is any interest in a Community Garage Sale in late July. Anne said that PMA could send out an email to the community to see if anyone is interested and give out Julie's contact information.	
#57	Has questions about sidewalks and her walkway. She has a 2" heave in her walkway. Anne is going to be meeting with ECI up at her building tomorrow to discuss the walkways and what needs to be done at this unit.	
#22	Wanted to know if spending money on the roads every year is throwing money away and would we consider making our road a town road. Anne said that we average \$4000/year and in 10 years that is \$40,000. The estimate on repaving the road we received a few years ago was \$500,000.	

TREASURER'S REPORT		
Review of Financials	Issues	Follow-up/Completion
	James Smith has taken a medical leave from the board, Karen Mills has agreed to temporarily fill in for James.	
Treasurer's Report	Karen has concerns about the Income in April that it is too low. Caleb said it is because of the pre-payments, but Karen said the payments would be applied to an invoice for the month. Caleb said that we run as a Cash Basis. Karen said they can talk outside the meeting to review the Income. There is also a check that is outstanding from Ron Roy, and we need to know if check has cleared.	
Accounts Receivable	Karen wants to know if the pre-payments that the Association has received, if any is for the extra payment and how we are tracking the extra payments. Caleb said that the extra payments will be billed in July.	
#22 - Insurance Claim	Would like to know what we received for insurance money and did it balance with what PMA has paid unit #22. Where has this been posted, or has it been posted. Caleb will review and get back with Karen.	

OLD AND NEW BUSINESS		
Business	Discussion	Follow-up/Completion
Rules & Regulations - Use of and Modifications to Fireplaces	Kristin has put out a draft of the Use of and Modifications to the unit fireplaces and chimneys.	We have tabled this discussion until Kristin can be present at the meeting to review.
2023 Major Projects - Tree Replacement	Teacher's Tree Service will be coming to do a walk around on May 15th with PMA and any available Board members.	
2023 Major Projects - Lawn	Vermont Turf will be meeting with Anne to assess the lawn.	
2023 Major Projects - Painting/Woodrot	Wood Rot has begun on Phase 4, one building has been completed. Anne has forwarded quote for soffits to be cut out section and insert metal to help deter animals from getting into the buildings as we have had issues with racoons being in the attic. The quote is \$2,000 per building.	The board voted to have the soffit work completed on Phase 4. We will continue this work each year with the Wood Rot work.

2023 Major Projects - Potholes	ECI will go through and get estimate. James had wanted to ask ECI for a professional life expectancy. As well as the cost of doing the road, Karen said that last time we got a quote for doing the road, ECI had suggested that if we do it in sections we start at the back of the property and work forward so the trucks would not continue to run over the new pavement.	
2023 Major Projects - Drainage/Sidewalks	ECI is on site and will be assessing other areas of concerns.	
2023 Major Projects - Gutters	Gutters are down on Phase 4, will go up after the painting.	
2023 Major Projects - Front Doors	Front doors have been ordered.	
Website Policy Updates and Corrections	Karen said there is a new Long Range Plan and it needs to be updated on the website. Maura asked those owners in attendance if anyone had more pictures of Indian Creek that we could put on the website and to email Maura any photos we can use.	
#49 Heat Pump Electrical Conduit Removal	The conduit has been removed.	
Exterior Back Spigot	PMA received a quote for \$1200 to have a Plumber identify and validate that shutoffs to the back exterior faucets are functional. We want unit owners to understand where the shutoff valve is located and to be sure to turn off and drain the pipe each winter. PMA will send out an email to have homeowners call and set up the appointment with the plumber.	The board has voted to move forward with this project, and have the plumber look at each unit spigot and shutoffs. Caleb will get this scheduled.
Insurance Deductible - Increasing the deductible	REMINDER: Effective May 1st - Homeowner reminder that the Master Policy deductible has been raised to \$10,000 and each unit owner should review their personal insurance policy to ensure they are covered.	
Little Free Library	The board has discussed who would be responsible for this if put up on common area.	Motion: Anne made a motion that the board vote on whether to allow the Little Free Library be put on common property. (4) Four opposed, motion denied.
Garden	Maura has talked with person that will be looking at removing the fencing from the garden, he will be available next week to look at and give an estimate.	
Willow Trees Along Road	Teacher's Tree Service will be coming to do a walk around on May 15th and will look at these trees.	
Spring Under the Road	Will get ECI to give opinion about this portion of the road. Anne will call the City to see if this is covered by stormwater.	
REPORTING FORM		
Unit Number	Concern	Follow-up/Completion
#11	Drainage concerns around the outside of the home. Will consult with ECI to see if they can assess, as well as have Teacher's Tree Service - Melinda said that in past year they were told to plant trees to help reduce water pooling as the root help absorb the water.	
#47	Exterior spigot in front does not work. Two corners of the garage sunken area and gasket at the bottom of the garage door needs replacement.	Champlain Door will need to be called to look at garage door, and will have ECI look at the drainage area around the garage door. PMA will have someone look at the spigot.
Adjourn:	7:29pm	
Next Meeting:	6/13/23	VIA ZOOM
The board meets the second Tuesday of each month at 6:15 pm via Zoom. Contact Jen at PMA if you would like to participate in Board Meeting and don't have access to Zoom.		