

Spyglass Landing Condominium Association, Inc.

Board of Directors Meeting

Arbor Management Company Inc.

One Snow Road, Second Floor, Marshfield, MA 02050

Wednesday April 20, 2016

Call To Order: 10 a.m.

Board Present: Stacey Monahan, Joe Wolfe, Jack Prendergast, Marcia Walsh

Management: Genie Kennedy, President, Matthew Page, CMCA

Quorum- Quorum Present

Approval of February 17, 2016 and March 16, 2016 minutes, Minutes approved

According to Joe Wolfe, the Accountant's review should be finished this month.

Joe recommended making a change to the way we are categorizing the WWTP invoices. This was voted against and it was decided to discuss this with the new Board and not make changes until the 2017 budget.

The last snow storm was on April 5th. We are waiting for our copy of the final WeatherWorks report; however, it looks like we will have a budget surplus for the 2015/2016 snow season.

Joe Wolfe brought us up-to date on his conversation with Jon Hobill of MAssDEP regarding the WWTP permit transfer. The Board had signed the Transfer permit with Pulte, but now will need to establish the Escrow and Trust accounts before MassDEP transfers the permit. Pulte will be sending us their \$25,000.00 check for their share of the Escrow Account prior to our establishment of the accounts.

An assessment to replace the money needed for the Repair and Replacement account was discussed. It would be about \$800 per unit. The Board decided to discuss this at the Homeowners Forum next week to get input from the community.

Allied Waste Management notified us they need to have a contract signed for the trash/recycling services even though it is through the town. Joe Wolfe is still negotiating the indemnification clause.

Stacey and Matt are scheduled to walk around with Paul Connolly to complete the replacement cost appraisal. This is scheduled for April 21st.

J. Michael, a previous landscape vendor, sent us a list of invoices from the 2011-2013 period that he alleged had not been paid. Our review of financial records for the period and discussions with Jerry

Covey indicated that all of the invoices received from J. Michael were paid and that we have no knowledge of receiving a copy of any of the invoices on his list. After a number of telephone calls requesting supporting documentation were apparently ignored, we followed up with a letter, by certified mail on March 25 to owner J. Michael Leshner, requesting copies of all of the invoices on his list with complete supporting details for the total amount of each invoice and the work order showing who authorized the work. To date, we have not received a response.

Matt reviewed the Arbor Management report with us.

Snow removal has a \$12,045.00 budget surplus. The contract with Taylor Lumber included a base rate of \$35k for 0-20" and \$550/inch for 20.1-120.0 inches as determined by WeatherWorks. The sand cleanup has been completed.

Irrigation is being turned on this Thursday, April 21st.

A fallen pine tree was removed at 20 Schooner. The Landscape Committee will make a recommendation for the replacement.

Tomasi is scheduled to loam and seed a grass area behind 20 Spyglass.

Five work orders were received and completed, details appear on the Arbor Monthly report which is posted to our website.

The Board mentioned the need for the schedule from Tomasi again, as they say clean up is completed but we see areas still not done.

The concrete quote was discussed. It was voted, 4-0, to do all the work, not to exceed 20K. The money will be taken from Long Term reserves for 1st list, which represent replacements, and supplement this money with the maintenance budget line item for concrete work.

East Coast Powerwashing is scheduled to do the deck cleaning and the building washing. They can do it for \$8640.00. It was originally budgeted at \$8140.00, Stacey made a motion that Jack seconded, to approve this work item. The motion passed 4-0, all in favor.

The Board would like to set up a meeting with the Solar Committee to go over their study results.

The Annual Meeting was booked for the Elks Lodge again this year.

The board discussed giving the Ventress Library a \$100 donation for the use of their space this past year.

Meeting was adjourned at 12 p.m.

Respectfully Submitted,

Marcia Walsh, Clerk