

MERRIMACK MEADOWS CONDOMINIUM

c/o SILVA ASSOCIATES

Real Estate and Property Management, Inc.

1215 Main Street, Unit 121

Tewksbury, MA 01876

978-858-3500 / 978-858-0145 fax

jsilva@silva-associates.com

Formatted: Font: (Default) Times New Roman, 12 pt

Minutes Merrimack Meadows Condominium Owners Meeting
October 29, 2018

Present were Stuart Simon, Kerri Gertz, Donna Wing, Fran Torres and Kristina Tiedke for the Board and Joe Silva from management.

Stuart opened the meeting. He called the meeting to order and thanked all for coming. Introductions were then made.

Stuart reviewed the agenda and asked Donna Wing to review the 2018 projects.

Donna reviewed the 2018 projects which included power washing which will continue in 2019 for the second part of the complex. The Board also had several bulkheads replaced and had work done in regard to deck paint touch ups and replacing rotted wood on decks. She noted the major project which was the replacement of roofs which was completed on time and the Board and manager were satisfied with the work done by Kelly Property Services. At the end of that project the Board also had American Gutter Company perform an inspection, cleaning and repair of gutters.

Stuart then reviewed the 2019 budget. He said that it was based on a 5% increase in fees and explained the needs of operating the association. He noted the funding of roof and siding loans and reserves and that the association is current on funding 2018 reserves so far this year. The budget reflects essentially how the owners' money is paid and includes a lot of fixed costs including loans and a lot of standard services. He noted different components within the condominium needing replacement including bulkheads, decks, roads, landscape and clubhouse which need to be funded for the near time and future. A comment was made in regard to speed bumps and Stuart said that the Board is looking at speed bump alternatives and discussed paving maintenance and replacement costs. The siding loan ends in April of 2019. The cost of the roof project was \$1,200,000 and was paid down with cash and turned to a fixed loan and will be closing it soon. The Board paid \$300,000 down and the balance is about \$900,000 on a 5-year loan

which started a few months ago. He then reviewed the status and circumstances of the slip and fall lawsuit.

Fran discussed future projects. Bulkheads will continue to be replaced as needed. Deck maintenance will continue next year, and the Board will begin looking at road paving needs.

Winter reminders were reviewed by Kristina. She noted snow plowing procedures and said that a new company Gagne Landscape will be the snow plow contractor. The Board hired a new company as Burns who did landscaping for 2018 was not acceptable for that service. Stuart said that roof work included improvements to avoid ice dam issues. Owners were notified that they cannot use salt products on their steps, walkways or parking and a non-salt product should be used. Kristina said that once winter sets in, trash barrels can be stored at fronts of units. Stuart said that the Board will emphasize in a separate reminder, that snow contractor will sand during storms but it can be common for ice to form after storm and owners should apply a non-salt product on steps, walkways and around vehicles to avoid slips and falls.

Stuart stated that dryer vents were cleaned but not all owners participated in the program and it is necessary for all owners to get their dryer vents cleaned and should get solid metal venting. The Board will be looking at this issue at the next meeting of the Board.

Stuart reviewed the terms of the members of the Board and said that Donna's position was up for election and she was seeking an additional term. He reviewed what the position entails with members meeting every month for review of finances, maintenance and repair and email and communications. There is a lot of interaction amongst the Board and management and the Board does site walks and deals with rules, arranges and attends two unit owners meetings and additionally Kristina said that owners can attend Board meetings which are held on the second Monday of each month. Stuart then asked for nominations and then Donna said a few words about being on the Board and how much she has learned and she asked for another term. No one else came forward and by a show of hands all, but one was in favor and she was elected for another term.

Questions were then addressed. Nawn at 175 said that some splatter from deck painting impacted some siding and Stuart said that management would have maintenance address that. Discussion then followed in regard to the tree cutting done by Tennessee Gas Company within the areas of their utility easement. There still is work to be done on removing stumps and loam and seeding the disturbed areas. Lighting at the entrance was discussed and one side is dark. Joe said that the lines are deteriorated and new electric lines, run through conduit, have to be installed. Solar lights were recommended but Stuart said that was considered in the past but the Board found that they cannot get enough brightness.

There was no additional business and the meeting then adjourned.

Revised October 31, 2018