

Minutes - Owners Meeting, Merrimack Meadows Condominium
October 25, 2022

Present were Trustees, Stuart Simon, Kristina Tiedke, Maria Gedeon, Jeff Dufour and Donna Wing and Joe Silva and Michelle Anciello from management.

Stuart Simon opened the meeting at 7:00 pm and welcomed everyone. He asked the members of the Board and management to introduce themselves. It was noted that 45 unit owners were in attendance. Stuart said that the clubhouse has been updated and he would like to have the next owners meeting in-person there. Stuart reviewed the agenda and he said that if anyone has any questions to please speak up and that the Board will try to answer any questions that might arise.

Marie Gedeon then reviewed and discussed projects that happened in 2022, including power washing for units 115-224 in May. She said that the rotation for next year will be 1-116. Bulkheads were done as needed there were not that many that needed to be done. Deck Maintenance is a big project and the Board had Joe Carlos / Nevalea Maintenance replace rotted floor boards and paint decks and/or porches as needed but none were done completely. This is an ongoing project and is done as needed. Marie also stated that this project has become a strain on the budget and moving forward the Board is thinking of replacing all the decks. Marie stated that Stuart and Jeff will go over in more detail with decks replaced at the original 8 x 8 footprint. If owners would want a larger deck it would be the responsibility of the owner for the cost for the extra size. This project will not start immediately and the Board will wait till certain loans are paid off and reserves come up. This will prevent owners from having a special assessment.

Jenn O'Brien at 139 asked if the painter can talk to them about the paint job and left foot prints left in the paint. Stuart and Joe asked to have her send an email on this issue and the unit number. Jeanne Wood in 88 asked when the workers come out to look at the decks. Marie stated that this happened back in April or May. She stated that she has hole in the floor boards and railings. Joe will go and look at it. Heather Rowe at 19 stated that the deck needs to have some boards painted and management will include on end of the season work.

Kathy Callan from 104 asked if decks are in good shape do they need be replaced and Marie stated that replacement would be a full complex project but presently the Board is in preliminary planning stage for this future project. Marie stated that this would be for all units. Kathy asked what it would look like and Marie stated that we would have to get bids first and will be discussed with the Board and then the plan will be brought to and presented to the owners. Kathy asked will this project take place within the next 5 years or so and Marie stated that it would be within this time frame but could not give a timeline. Kathy is concerned with the cost and Marie stated that this is a concern for everyone but must be done. Marie stated that they are given them an 8x8 deck and if there is any decks that are larger and would they like to keep it would that would be the owners expense.

Stefano Auriti in unit 34 had a questions is the decks composite material he stated that this would help with future maintenance. Marie stated that will be among considerations. She said we will need to move on and as this can be discussed at a later date and concluded her presentation.

Jeff Dufour then discussed the 2023 Budget by line item. He stated that the cost of a lot of items was increasing and noted that maintenance is up to \$100,000 from \$80,000. He said that the association is over-budget on the 2022 budget on maintenance. Extermination and power-washing and ice dam costs are staying the same at no increase. Roadways is tracking lower than the 2022 budget and the Board decreased it to \$2,000 from \$4,000 and us under budget. Maintenance is up and there is an increase to that account. The association hired a new snow plow contractor at a favorable cost. Landscaping increased 5% for the coming year and irrigation costs increased as well. Tree and well maintenance stated the same as did General Administrative. Electricity is increasing by \$1,000 due to current forecasts. Insurance increases every year and the Board had to project for that but the management cost is unchanged and with the contract is up next year. Expense for the Clubhouse increased by \$500. Expense for Legal was unchanged and the Accountant expense has increased by \$200 but

Garage Rental cost stayed the same. Jeff said that the reserve accounts are a combination account which track the loans and money that is put away for future projects. There is a loan that will be paid off in March 2023 we the Board is planning to start putting money away for the decks and porches projects to build a large down-payment on that project. Bulkhead expense is staying the same painting clubhouse eliminated this reserve account. Jeff then closed the review noting that there is a 5% increase in condominium fees.

Stefano Auriti unit 34 had a question about electric car charging and asked if the Board has looked at this for future accommodation within the community. Jeff stated that this topic has been discussed and this Board and those in the near term will have to consider.

Jenn O'Brien at 139 would like to know if a drop box be set up within the community possibly at the Clubhouse. Jeff stated that this would need to be discussed at the next meeting. Stuart stated that there is an automated payment system in place and you can also sign up on the ACH program and have to worry about the payment.

Kristina Tiedke then discussed Future Projects which includes power-washing units 1-114 in the spring. Bulkhead replacement will continue as needed with 2-3 a year. Deck Maintenance will continue doing small repairs until the road loan is paid off and reserves are built up. Then the Board will start the deck project as discussed.

Jean Wood at 88 asked if her deck could become a screened in deck. Stuart stated that owners can put a temporary gazebo or awning structure on the deck and it would be at the owner's expense.

Jenn O'Brien at 139 stated that the bulkhead needs to be painted. Stuart asked Joe to have maintenance to look at this bulkhead. An owner asked what the criteria is for replacing a bulkhead. Stuart stated that usually an owner will call or email management and they will go out and look to at the issues. If there is a repair needed then it will be taken care of, but if the bulkhead is damaged then the manager will replace it. A question was asked why that same kind of procedure can be done the decks and Stuart stated that the decks will have to be a full replacement project. The Board wanted to bring this out for discussion to make owners aware of future projects. He stated that the deck project will not be adequately funded until around 2024-2025. He asked management to also look at unit 85 bulkhead to see if it will need to be repaired.

Donna Wing the discussed Winter Reminders and Snow Plow procedures and noted that after 2" the snow plow contractors will keep the roadways clear during the storm. Once the storm has finished they will come into the property and blow their horns to alert owners they are on site to start clearing the walkways and driveways. The contractor will need residents to move vehicles so the bobcats can clear the driveways properly. They will also sand and salt the property. The walkways are shoveled out during the storm and this is also sanded after the storm. Donna stated that once the contractor has finished and the snow starts to melt and refreeze overnight the sanding is the owner's responsibility on the walkways and driveways. No salt or ice melt can go on concrete stairs. She stated that it would be a good idea to have sand on hand for those times. This will prevent slips and falls. The contractor will do the main roads but not walkways/driveways or stairs.

Stuart stated there was a question on how long do we expect the garages to be cleared. The contractor will do garages during the storm. Donna stated that they would be doing the garages when they do the roads. If there are any problems owners should contact management. Stuart stated that if it is still snowing the contractor will only keep the main roads and loops cleared and will not start clearing driveways till after the storm stops. Amanda Haskins at 120 had a question concerning the ice treatment and would like to know if it is pet safe. Michelle from Silva stated that most of the contractors do use pet safe material at the property.

Trash Barrels are allowed in the front of the front of building during the winter season. Donna also stated that if your barrel needs to be replaced owners have to contact the Town of Tewksbury Selectman's office to have them reach out to Republic and have it replaced. She also stated that your barrel should be numbered.

Ice dams have not been a problem since the roof replacement project. If owners have any signs of an ice dam please contact management right away and they will have taken care of right away.

Parking Stickers are issued 2 per unit and all vehicles need to be registered with management. Stuart added that if you got a new vehicles you need to contact management. Stickers should be placed in the back windshield at the bottom on the Driver-side. A third sticker can be requested if an owner has a garage and subject to Board approval.

Stuart asked before moving on to the Trustee Positions and Election, if there were any other questions from anyone. Nancy Cullen at 109 asked about the irrigation in the back of the units. Stuart stated that the original irrigation system, installed by the builder did not extend to rear lawn areas in the complex. He stated that once the deck project is completed then the landscaping will be the next project and will include upgrades to the irrigation system to cover additional areas. Stuart also asked Joe to look at a dead tree in front of unit 212

Dry-vent cleaning question concerns was taken care of a few years ago. Stuart asked Joe to look into it adding that to the 2023 projects.

Jeane Wood asked that she be taken off the list for condo fee coupons as she has autopay.

Lisa Gibeault in unit 137 asked about the speeding within the community. Would like to know if anything is going to be done about it. Stuart stated that they have reached out to the paving company and they are standard speed hump and that are installed and this is what they will cause damage. People are just going faster between the humps. Management will issue fines for anyone that are not following the speed limits. Stuart asked Joe to get an estimate on another speed table and get back to the Board.

Lisa Gibeault also stated that 2 years ago a tree had fallen behind the unit on the common area and the landscapers are just mowing just around the area. There is a 2nd tree know has also fallen. Joe will look into it. He stated that we have looked at it and stated that it is going to be expensive and he will look at it again. He will talk to the Board at the next meeting.

Jenn O'Brien asked about the decking project and would owners get pricing information on this. Stuart stated that yes a communication will go out with a price list.

She also wanted to know how often do owners meetings happen and Stuart stated twice a year and the Board of Trustees meet monthly and if there are any issues that need to be addressed to reach out to management. Donna stated that if an owner wants to attend the Board meeting to reach out to Silva Associates and they will let arrange for owners time at the meeting.

Bob Phelan from 120 noted possible free lending library to be located within the community perhaps at the Clubhouse. Stuart stated that they spoke about it and would like to know who is going to take care of it, what is the liability issues. Stuart also stated that if he would like to think through it would work and how we would implement. Once he has these questions answered Bob can contact Joe to add him to a Board meeting. Bob will work on a formal proposal and get back to the Board.

Jenn O'Brien asked if there is a plan to mark the visitor spots. Donna and Stuart suggested that it be brought up at the next Board Meeting but there are no plans for that at present.

Stuart stated that all owners are only issued 2 parking stickers. Not all owners have a garage. There are no marked spots and they are not owner owned but assigned. There have been have special issues when the Board has approved a 3rd sticker to be issued with the understanding that 1 vehicle will be parked in-front of the garage. Stuart stated that we only mandate 2 stickers with a 3rd sticker with permission from the Board. Visitor spaces are meant for temporary parking for visitors only and not for owners to park there for a lengthy time period or as

a habit. Stuart also stated that if there was a change to number spots they would have to reach out to the attorney to answer this questions. Donna stated that usually most owners work it out with their neighbors in regard to parking.

Mark Kratman from 101 stated about the picture of the person with the dog that was sent out to the community was also put out on the MM Facebook page and he believes that this should not have happened and nobody asked any questions about this issue. He asked if the Board gave approval on this posting. Stuart stated that this was a mistake and it was miss handled. The Board of Trustees do not have any Social Media pages for Merrimack Meadows. He stated that this was not sent to social media. Mark stated that the information was false and the girl had run out of bags and had to go home to get another one and returned to pick it up. Stuart stated that we understand this issue and we can only learn from our mistakes and move forward.

It was then noted that there are 3 Board of Trustees Positions open with the terms for Stuart Simon and Jeff Dufour up. Stuart explained that every year 1-2 people terms will be up this is a 3 year term open for two positions. Stuart Simon said he would like to run for another term and Laura Auriti stepped up to run for 1 of the positions. Jeff Dufour decided to step down due to other obligations and with a show of hands Stuart and Laura were voted in.

Stuart asked if there were any other questions or additional business and there were none.

Stuart then adjourned the meeting at 9:00 pm.