

Minutes Merrimack Meadows Owners Meeting  
October 30, 2017

Present were Stuart Simon, Virginia Lombard-Hall, Donna Wing, Jude Holmes for the Board of Trustees and Michelle Anciello and Decio Rodrigues from the management company.

Stuart opened the meeting at 7:00pm and called it to order.

Introductions were made for the Board and management.

Stuart welcomed all and reviewed the agenda.

Stuart noted the terms for Board members. Donna 10/18, Jude 10/18 Fran 10/19, Stuart's term will expire on 10/19. Also, he noted Virginia's term is up which necessitated the election.

2017 Projects were addressed by Donna. She said that power washing started at the top of the complex to 110 this year and starting next year will pick up at 111-down till completed. Painting of the doors and bulkheads were also discussed. Certa Pro had done the work in a timely basis and the Board was satisfied overall with the work. The Board was happy with the painting of the doors white. The owners agreed.

Snow Plow was discussed. The Board was not satisfied with last year's contractor and there were many issues with their performance. The Board asked Silva Associates to get new bids and Burns Landscaping was chosen and they believe that Burns will be able to handle the work. They also said that the contractor will not start plowing unless there is 2" of snow. There were concerns from the owners if there is not 2" of snow that the Contractor will show up to plow and they shouldn't be paying for something that does not need plowed. Then Donna explained that they are under contract and will be paid if we get a lot of snow during the season or no snow at all. Donna also explained that with selecting a new contractor (Burns) there might be bumps in the road and we will need to just be patient. The Board also explained that stairs and walkways will be the owner's responsibility after the initial clean up. This means that owners must shovel/clear their own walkways and make sure that they keep the areas clear with ice-melt with Virginia noting that salt should not be used and a dog friendly non-salt product could be used.

Jude discussed the 2018 budget. She said that the Board worked hard on the budget for the coming year. She noted that there would be a small increase in the 2018 budget and fees will increase per the handout that was provided. She said that the paving budget was increased slightly as well. She also said that there is a lot of tree work that is needed. Owners asked if the condominium fee increases every year. Stuart explained that since the large projects there have been conversations for fees to go up. The Board also informed the owners that they never had an assessment for any of the projects. Stuart also explained that they could have an assessment but would prefer that no assessments happen. The owners agreed. Stuart also explained that the management fees were justified with their increase. Jude explained that a lot of work was done including the vinyl siding project and said that the Board looks to have the roofing project start in 2018.

Stuart stated that if owners have roof issues they could contact management and if roofs are in very bad shape the Board has re-roofed units and /or buildings. He said that if a roof could be repaired Walter Mahan will be sent by management to assess the roof. If it is determined that a repair is not feasible, then, likely a new roof will be done. The owner of unit 9 said that a leak occurred with yesterday's storm. Decio and Michelle will let Joe know and will get Walter out to take a look at it. The owner of unit 175 had some of their shingles come off in the storm as well. Management will have this addressed.

The Board then informed the owners that to complete the whole complex roofing project it would cost 1.1 million dollars and within the next year plans are to start working on it. Stuart did state that no assessment to pay for this project but is planned but there will have a small increase in condo fees.

Stuart informed the owners that there is a pending lawsuit which delayed the start of the roofing program. He explained it was the result of a slip and fall that occurred during a winter a few years back. The Board is in the process of trying to get a loan for the roofing project but the bank will not approve the loan until the insurance company gives them an amount of the suit. Once the insurance company gives this number the bank will then let the Board know if they were approved. The Board also informed that the Kelly Services were selected to do the roofing project and will honor the original quote that was given. Kelly Services, once the loan is secured, will start at the front of the complex and work their way to the back of the complex. They said that this project should take approximately 5 months. Owners asked was this the company that had done the vinyl project and Stuart said no that Lemelin was the contractor for vinyl and although they did submit a proposal to do the roof the Board decided to go with Kelly Services. The Board also explained that by the spring they should know about the lawsuit and when the project will start. Kelly Services has informed the Board that the work will be warranted by the manufacturer. Again Stuart noted that the timing for the roofing project is for 2018 spring.

Future Projects Stuart mentioned that the bulkhead replacement is as needed and if leaking to please contact the Management Company to have it taken care of such issues and replacement of front concrete stairs is done according to need as well.

Stuart also mentioned the road pavement considerations. He explained that there are parts of the front of the complex that needs to be done soon and the back seems to be okay, but over time will need to be done. He also mentioned that once the loans are paid off on roofing the Board will start looking to solicit bids for the paving to be done. Owners asked about the speed bumps and they were not happy with the newly installed one and Stuart mentioned that he would have management look at lowering that speed bump.

It was also noted that landscaping and grounds will have to be addressed along with irrigation maintenance as well. Many irrigation heads have to be replaced and other areas need will need some upgrades. Stuart also mentioned about putting in a third well in to help with areas that the irrigation does not reach. It was mentioned that water sensors should be added so that they are not wasting water.

The owner of unit 14 said that the grass behind their unit needs to be addressed they also said that behind their unit when it rains or when the snow melts it turns into a small pond. He also noted that the landscaper does not clean up the clippings. It was also noted that behind units 170-175 there is little grass in the back of the building. Stuart also said that there was no irrigation and the sun light was very minimal. They also had issues with the landscaper not cleaning up after cutting and clipping of the lawns. Stuart said that they would be advised about that. The owner of unit 225 asked that trimming of the bushes around the unit be taken care of.

Virginia then spoke about the winter reminders and wanted all to understand that the contractor starts plowing at 2" of snow and then the bobcats will be back out after the storm stops. Virginia explained that once the contractor clears the initial walkways it will be up to the owners to keep these areas clear. Owners then asked they have to clear the snow away and Virginia explained that once the snow plow contractor comes and clears the owners need to keep the areas clear. Michelle from management also added that if the snow starts to melt and then refreeze they need to put the ice melt down to keep the areas clear and safe. Question was asked if the contractor, Burns, could split up clearing the property into two groups, one starting at the front of the property and one starting at back of the property. Virginia also said that rock salt should not be used but an ice melt that is pet friendly needs to be used. She also said that parking on the main road should only be on the right side only and only for temporary time.

Virginia addressed the flag issue and Stuart explained that Holiday, Seasonal and the American Flags were acceptable.

Trash Barrels will need to have the owner's unit numbers on them and this will include the recycling barrels as well. The town will also issue extra barrels and owners have to contact the town. If you barrels covers need to

be replace the town will also do that. When storing the barrels they need to be kept close to the bulkhead or in the rear of the unit. Once the snow starts from (Nov 2017 - April 2018) the barrels can be kept close to the front of the unit.

If there are any ice dams that are starting then you should contact the management company as soon as possible to prevent any ice dams from forming.

Parking stickers were discussed and it was noted that management does not police to make sure that there are stickers showing. The only way management will address the parking issues is when there is a complaint that happens. Owners are only allowed 2 parking stickers per unit. If there is a 3<sup>rd</sup> vehicle a request must be put in writing for approval for additional sticker from the Board. Management will address any parking issue or complaint if reported to them. There were a few owners that said that they requested parking sticker which were never issued. Michelle said that she was the one that issues the stickers and will look into it. She also stated that if they could send her a copy of their registration she would make sure that a sticker will be issued.

Stuart then mentioned that the Board of Trustees meets on the 2<sup>nd</sup> Monday of every month with management and that anyone was more than welcome to attend. Usually the meetings begin at 6 pm. They discuss business, walk around the property and sometimes have special meetings.

Stuart then stated that there was a position up which was Virginia’s position. At this point the Board asked if there was anyone that would be interested in running for the position. Kristina Tiedke, Brian Lynch, and Virginia Lombard-Hall said that they would like to run and gave their back grounds on why they would be a good fit. Kristina Tiedke works in facility management and that she has been an owner for 28 years and has been on the beautifying committee. Brian Lynch from unit 202 has served on 4 boards and is the Director of Finance for a Law Firm. Virginia Lombard–Hall worked in finance & budget and accounts payable for the DPW for the City of Somerville. She has been on the Board for about 12 years. She has owned for since 2001.

The ballots were passed out to the owners and management collected and tallied the al votes. They were counted and the tally showed that Kristina Tiedke received the highest count and elected to the Board with Virginia and Brian Lynch in second and third positions.

There was no additional business and the meeting adjourned.

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PLEASE REFER TO MERRIMACK MEADOWS CONDOMINIUM  
2018 Fee Increase

2017 Condo Fee	5% Fee Increase	2018 Condo Fee
\$260.95	\$13.05	\$274.00
\$263.09	\$13.15	\$276.24
\$268.85	\$13.44	\$282.29
\$288.64	\$14.43	\$303.07
\$296.57	\$14.83	\$311.40
\$306.42	\$15.32	\$321.74
\$314.34	\$15.72	\$330.06
\$316.30	\$15.82	\$332.12
\$324.21	\$16.21	\$340.42
\$332.20	\$16.61	\$348.81

