

LOCUST HILL CONDOMINIUM ASSOCIATION
Board of Directors Meeting
Will meet using Zoom instructions are included at the bottom of the agenda
Wednesday, March 27, 2024 6:30 PM – 8:00 PM

Board Members (Units): Linda Damon (190), Chris Russell (303), Stan Schmidt (194), Andrew Berry (299), and Robert Rabin (186 & 276), Brittany Gonda (228).

Finance Committee: Stan Schmidt (194)

Arbor/Tree Advisory Committee: Sharon Bovaird (367), Lee Sheridan-Orr (295), Linda Damon (190)

Construction Project Oversight Committee: Members NEEDED

AGENDA

6:30 pm **Agenda Review and Approval**

- Additional items per request of unit owner(s) in attendance
- Other additions or changes to the agenda

6:35 pm **Homeowner Section:**

6:45 pm **Approval of Board Meeting minutes February 28, 2024**
 Financial Report for as of February 29th

7:00 pm **Updates:**

- Signage/Fence/Boulders
- Roofing
- Pool pump house repair

7:15 pm **Old Business:**

- 2024 Projects
- Parking
- By laws update: Board member harassment provision

7:30 pm **New Business:**

- Locust Hill complaint procedures and standards.

8:00 pm **Adjourn/Executive Session**

Join Zoom Meeting

<https://us02web.zoom.us/j/88218656878?pwd=ejhCT21JVDI0UGNpbmJQcUZQS2hsUT09>

Meeting ID: 882 1865 6878

Passcode: 922385

Find your local number:<https://us02web.zoom.us/u/kd8peQfBkp>

Locust Hill Condominium Association Meeting Minutes
February 28, 2024, 6:30 pm

Board Members Present: Robert Rabbin (214), Andrew Berry (299), Stan Schmidt (194), Linda Damon (190).

Property Management Associates (PMA): Caleb Kelley

Owners: Nicole Sweeney (120), Carol Young (365), Michelle Paskevich (289), Tom Blaisdell (307), Milly Cardenas (230).

Andrew called the meeting to order at 6:35 pm.

Agenda Review and Approval:

- Additional items per request of unit owner(s) in attendance; (under Homeowner Section)
- None
- Other additions or changes to the agenda
- None

Homeowner Section:

- None

Approval of Board Meeting Minutes January 30, 2024:

Stan made a motion to accept the meeting minutes from January, it was seconded by Robert and the motion passed.

Financial Report as of January 31. 2024:

As of January 2024 month-end, the Association had total liquid funds of \$292,015.47 versus 2023's year-end balance of \$290,050.06.

Total income for the month was \$31,443, while expenses were \$10,259, so Net Income was a gain of \$21,184. After adjusting for changes in Accounts Receivable and Accounts Payable, along with the offset of the principal payment of \$4,430 on the CIT (Paving Loan), the actual change in the Association's cash position for 2024 was an increase of \$1,965.

Versus budget for the month, Income was (\$326) below budget, largely as the result of accounting for interest on our T-bill account at Fidelity.

Expenses for the month were \$945 below budget. While it is obviously far too early to make any projections, Rubbish Removal seems to be an area which continuously exceeds our budgetary allocation.

Accounts Receivable stand at - \$4,005 at month end as many prepayments from the end of last year were amortized. The important figure of accounts seriously in arrears, i.e., problem accounts worsened slightly to \$3,281, representing an increase of \$88 over year-end 2023's balance. This group now represents 4 accounts with an outstanding balance of one month or more in arrears versus the same number of accounts last month.

Robert made a motion to accept the January financial report, it was seconded by Linda, and the motion passed.

Updates:

- Signage/Fence/Boulders: The original vendor who agreed to drill the holes for the signs has not responded to our communications. Andrew will send their original quote to PMA and PMA will reach out to other vendors.
- Roofing: PMA has sent the down payment for roofing this year.
- Pool pump house repair: Beagle Builders looked at the pump house and sent a quote of \$16K for fix the building. RJ Lang said they could build a new structure for \$13,750. The board is researching a prefabricated building option from Home Depot or Lowes. The board will also send out a notice on Front Porch Forum to see if there is a handyperson who might be able to help us. Also, PMA will reach out for another quote. The consensus of the board was that it would be best to re-build and not fix the structure. It was noticed that the door is open to the pool house and PMA will check on this, since this is an area where a vagrant was seen.
- Rubbish removal: Trash and recycling was picked up this week. PMA will check with Cassella to make sure we received a credit when a pickup was missed.

New Business:

- 2024 Projects:
 - Roofing project is ongoing.
 - Dryer vent cleaning: PMA will follow up to get some possible dates for onsite inspections/cleanings.
- Parking: Illegal parking is still an issue. A parking survey was sent out to all homeowners and PMA received 28 responses. Of the 28 responses 20 were in favor of the board enforcing the current parking rules and 8 were not in favor. Some questions include needing a third car for their child, or a girlfriend wanting to park in a third spot every night. Some unit owners indicated that they would be willing to rent out their parking spaces, which could be a possible solution. At the time of purchase, owners all signed an acknowledgement that they will have a garage and one outside parking spot.

- By laws update: Board member harassment provision – PMA sent another association's policy to the board to review. The policy included rules and conduct of community members which are reiterated in our current bylaws and rules or are current Shelburne of State laws and/or statutes. For example, noise violations, parties, etc. There will be no revisions to our bylaws at this time.

Old Business:

- Unit 301 trash/recycle: PMA will send out a notice to put all trash and recyclables in the trash and recycle receptables in the garage. Trash and recyclables should not be kept on stoops or in common areas. A general notice was sent earlier by PMA regarding this issue as we have a continuing rodent problem.
- Lawn damage: PMA sent a notice to Devin to repair places where trucks have damaged the lawn/grass this spring. It was also noticed that there is a Christmas tree left by a dumpster. PMA will send a notice.
- Dumpster: The idea of having 1-800 Got Junk leave a container on the property was raised again. This has been discussed in the past, but the board has not moved forward with it. Budgetarily, it may be feasible to have them come once a year. The Board will decide next steps.

7:12 pm The motion was made to adjourn the meeting; it was seconded, and the board went into executive session.

The next meeting is scheduled for Wednesday, March 27th at 6:30 pm via Zoom.