

**Agenda for Saco Woods Condo Association Board Meeting**  
**Tuesday, January 3<sup>rd</sup>, 2023 at 5:30pm**  
**Unit #89 (Paula's)**

1. Attendance and Board Quorum established (3)
2. Owner's Comments:
3. Administrative
  - a. Meeting minutes approval
  - b. Hutchins Drive Gate Update
  - c. Annual Meeting Prep
4. Financials:
  - a. Review monthly financials
5. Building and Grounds Maintenance
  - a. Property Manager Report: Open work orders status
  - b. Plowing and Vehicle Issues
  - c. Water System update
  - d. Unit 7 window leak up date
  - e. Hot Water Heater replacements review
  - f. Fire Alarm Inspection update and Sprinkler Report Review
  - g. Rekeying green doors/dumpster building, Knox box for fire Dept plan for 2023
6. New Business
7. Unfinished Business
  - a. Septic Lines proactively clean pricing 2023
  - b. Transformer Box
8. Owner Comments
9. Next Meeting Date
10. Executive Session
11. Adjourn meeting

**If you would like to attend, just not in person, please email [board.sacowoods@gmail.com](mailto:board.sacowoods@gmail.com) for call info or send a comment via the website.**