

**Saco Woods Condominium Association
2019 Annual Meeting**

**Saturday, December 14, 2019 9:00 am
Pine Tree Elementary School**

Property Manager Erik Chandler called the meeting to order at 9:11 am. 31 owners were present and 17 represented by proxy totaling 48 , establishing a quorum.

A motion was made by Peter Steele and seconded to waive the reading of the 2018 minutes, with a second from the floor. The motion carried and the 2018 annual meeting minutes were approved by those present. The Board Members were introduced.

PROPERTY MANAGER'S REPORT

2019 ACCOMPLISHMENTS

- No Common Operating Dues Increase For Sixth year in a row. Carport Owners Dues will remain the same
- Over \$200,000 in Capital Reserves
- Dryer Vent Clean of Exterior Hoods completed. Done every year. Unit dryer vents are every other year with 2019 being the off year and are set for 2020
- Installed 42 Windows and Repaired Rot in various locations
- Skipped Annual Carpet Replacement Program due to rot work
- Carpenter Ant Treatment All Buildings – Every Year
- Pumped all Septic Tanks and Inspected Pump Stations-yearly to ensure lifespan. Pump primary tanks 2x year due to usage
- Followed Certified Arborist Recommendations for Tree Pruning

GOALS

- Continue Window Replacement/Rot Program
- Mandate Water Heater Replacement if over 10 years old
- Continue Carport Fascia Rot Work
- BY-LAWS Update

2019 FINANCIAL STATEMENTS AND 2020 BUDGET

Manager Chandler presented the status of 2019 budget and reviewed the 2020 budget line by line.

Many questions were asked and answered in regards to carport allocation of tree work, carpet replacement and how we would be using capital reserve allocation for rot work project.

A motion was made for owners to ratify budget as presented by Peter Steele and seconded. Motion passed with 3 opposed. Budget was ratified.

Trash Removal Saving

Paula Shappell, President initiated an open discussion regarding the savings of \$2,600 or more if we went back to a compactor and discontinued recycling.

Comments:

Conway Transfer station as truly sorted recycling center and free.

Owners like one sort recycling and like convenience

Savings isn't really enough, keep services the same

We should look at investing in lock changes for dumpsters as those don't get changed with key changes and some feel people who no longer live here and have keys are dumping stuff

As discussion was not in favor, and no one felt strongly at savings, no motion made – and we moved on.

Comments, Question and Answers

A question was raised by Tom Eastman concerning intermittent internet. Several others have issues , but not sure if wireless issue or is the cabling possibly outdated. Suggestion to plug in direct to see we can better determine.

ELECTION

A 3 year position and a 1 yr position (to complete Sara Holtby's term due to resignation) were open for nomination.

Paula Shappell was nominated by Ellin Leonard

Wendy Broker was nominated by Rob McConaghy. Wendy would only accept for a one year term

Raelene McClellan was nominated by Esther Gregory

Votes were done by ballot vote and were tallied by owner Jeanette Heidmann and Ellin Leonard and later certified by Debra Brown. Final vote was Paula 46, Wendy 41, Raelene 10. Rob 1 Sara 1.

ADJOURNMENT

There being no further business brought before the board, a motion was made to adjourn meeting, with a second from the floor.

Raelene McClellan then raised her hand as she still had a question, made a motion to be allowed to ask her question, (as there was currently a motion on the floor), with a second by Tad Furtado. With no opposition raised, the question was allowed. Raelene questioned the legality of the association assuming the responsibility for window replacement as the declaration states the windows are owner responsibility. Esther Gregory spoke about the issue as well. We explained that is why we called a special meeting in July of 2019 for the board to manage window replacement as part of the rot repair project.

Motion to adjourn the Meeting was brought back to floor and all were in favor. Meeting was adjourned at 10:35am.

MAINTENANCE AND IMPROVEMENT SCHEDULES

Roofs: Completed

Building 4: 2015
Building 2: 2016
Building 1: 2017
Building 3: 2018

Rot & Paint:

Building 1: 2013
Building 4: 2014
Building 2: 2015
Building 3: 2016
Building 1: 2017
Interior Halls: 2018
Building 2,3 partial 2019

Carpet:

Building 1 Middle Floor: 2014
Building 2 Middle Floor : 2015
Building 3 Middle Floor : 2016
Building 4 Middle Floor : 2017
All Entry Sections: 2018
Off Year 2019
1 Floor 1 Building 2020 to schedule

Carport Roofs:

Carport 4: 2017
Carport 2: 2018

New Building Security Door Keys:

Building 4 2020 to do
Building 1 2019 (due to unit 10 foreclosure)
Building 1 2017
Building 3 2016
Building 2 2015

Dryer Vent Cleaning: (Every other Year for full, exterior vent hoods every year)

Full Cleaning 2020 Scheduled
Exterior Hoods 2019
Full Cleaning 2018