

Saco Woods Board Meeting
Saturday, March 26, 2022
9 am @ Unit 89

Meeting started at 9:00 am

Attendance:

Board Quorum established (3)

In attendance Paula Shappell, Ellin Leonard, Patrick Barrett and Ann Millett. Matthew Morano by phone.

Owner comments:

Unit 21 sent an email inquiring about mini-split installations and the use of electric grills.

The majority of the board felt that with the \$\$ just spent on all new siding, no new wall penetrations, even for mini splits was not the best course of action for our buildings. A motion to NOT allow the installation of mini-split units was made Matthew Morano and seconded by Ellin Leonard. The board voted (4) YES and (1) abstained. Mini Splits will NOT be granted permission by the board. Portable A/C's are allowable, with board permission, and will be granted upon request with requirements necessary.

For information on the use of electric grills refer to the Owner's section of the SWCA website (www.sacowoods.com), Rules and Procedures Section 1.C.2 – Use & storage of gas & charcoal fire grills.

Unit 53 requested an update on the status of the forestry plan grant application. The board has decided to not move forward with the forestry grant application process due to potential restrictions of accepting grant funding. With that being said, the Board is not opposed to hiring a forester but would like the interested owners to determine the main objective so a forester can determine if the objective would be feasible rather than an external entity designate what the objective(s) should be.

Unit 34 sent an email inquiring whether the President of the SWCA (specifically Paula Shappell) receives a reduction of dues for all the work she does for the association. The answer is "No" she does not. Her time is on a volunteer basis. For additional information please go to the Owner's section of the website to the By-Laws, Article III, Item 11 – Compensation.

Administrative:

Brought into record were the meeting minutes of 2/12/2022 as approved by the board via email on 2/22/2022.

The educational mailing for Clean Water for NH Dept of Environmental Services was sent to Owners on 3/17/2022. If you did not receive and would like a copy, please email board.sacowoods@gmail.com to request a copy.

Four board members along with a HEB engineer attended the Planning Board Meeting on 3/24/2022 for approval of the additional parking area at Building 1. The area was approved at the meeting, however, two additional signatures are needed for final approval. The board hopes this process will be complete by the end of April. The planning board also requested that a fence panel be installed behind the recycling dumpster on the Route 113 side.

Holden Engineering has been contacted regarding the Site Survey and Condo Site Plan and the board is still waiting for them to submit a proposal.

The Board is working to obtain current vehicle information as we still have many vehicles that are parked on property for which we do not have information on file. If an owner or tenant has vehicle information that needs to be updated, for your convenience forms are available on the www.sacowoods.com website

under the Owners section. If you need the username/password, please contact board.sacowoods@gmail.com.

Financials:

Year end audit review and tax return for 2021 are in progress and the board is waiting for an update from the CPA firm.

Building and Grounds Maintenance:

Water main shutoff replacement for Buildings 2,3 & 4 will be taking place in the near future. Once the board has definitive dates the respective building will be notified as to when the work will be done.

Hallway light repairs are in progress and being handled by EG Chandler.

Dryer vent cleaning for all units is scheduled for May & June. This will require unit entry. Once the dates have been determined you will be notified.

Fire Alarm/Sprinkler testing will be taking place. The board is currently coordinating with EG Chandler. Date to be determined.

Building 3 had a water issue in the mechanical room. Repairs have been made and the area cleaned and dried. The board will have an engineer check the shared drain for Building 3 (and all other buildings) to help determine a solution.

The board is looking to be proactive with the septic lines for each building and will get pricing to have a contractor come in and look into these lines to make sure there are no blockages (or blockages forming) from materials that should not have been put in the toilet (i.e. baby wipes or wipes in general, etc).

The board is working to finalize the scope and timing of the garbage disposal removal project.

Once the board receives the final approval for the parking area at Building 1, the paving will be completed along with the list of items that were deferred to 2022 from the drainage project.

We will continue with the squirrel exclusion project for 1st floor unit porch area. If a 2nd or 3rd floor unit has a bird nesting issue on the balcony, please send an email to board.sacowoods@gmail.com.

There will be another order going to Portland Glass for screen porch enclosure installation. Pricing TBD, however, if you would like to be on the list to receive the 2022 form request, please email board.sacowoods@gmail.com.

Based on review of the deed, Paula Shappell made a motion to remove the gate arm at Hutchins Drive and at the same time the gate arm at the Recreation Area. Seconded by Matthew Morano. All were in favor of removing the gate arms at Hutchins Drive and the Recreation Area (*).

() Update as of April 17th, 2022: While the board is in favor of removing both gate arms there is still some work to be done with the town and our neighbor regarding the Hutchins Drive gate which will likely be reinstalled and remain closed until we are sure that all parties involved are in agreement.*

Ann Millett made a motion to allow EG Chandler to bill SWCA one invoice (within a threshold as determined by the board and including management fee as defined by EG Chandler's contract) with sub-contractor supporting documents for multi contractor projects (i.e. mitigating a water leak such as a failed water heater in a unit). Motion seconded by Ellin Leonard. Vote was (3) for and (2) against.

The board is continuing to work on finalizing emergency call procedures with EG Chandler. With the invoicing addressed for multi-contractor projects it is our goal to have this complete by our next meeting.

New Business:

As many of you have had contact over the years with Betsy at EG Chandler, we wanted to let you know that Betsy will be moving to a part time role working on select projects for EG Chandler. Unless we hear otherwise it is business as usual when contacting EG Chandler, you just may not talk with Betsy as much as you have in the past.

Unfinished Business:

- Backup power pump house postponed to 2023
- Garbage disposals 2022. If an owner has an opportunity to remove an existing garbage disposal from their unit, please be proactive and have it removed.
- Landscape/Planting Spring 2022
- Lock Box for contractors and/or Knox Box for fire department 2022
- Update Emergency call procedures with EG Chandler 2022

Owner Comments:

There were no additional owner comments.

Next Meeting Dates:

Board Meeting - Saturday, May 21, 2022, 9 am @ Unit 89

Meeting was adjourned at 11:20 am