

Saco Woods Condo Association Board Meeting

Saturday, May 27, 2023

9:00 am @ Unit 89

Attendance:

Quorum established (3 required). In attendance were board members: Paula Shappell, Ellin Leonard, Patrick Barrett as well as Ann Millett and Matthew Morano by phone.

Owner's Comments:

- Unit 3 sent an email asking for the new bike rack and kayak rack at Building 1 new parking area to be moved to behind the Dumpster Building. The Board discussed and agreed placement will stay as is.
- Unit 34 sent an email requesting the picnic table at Building 1 next to the new parking area be moved to an area between Buildings 1 & 2. As a part of the site plan review last year this picnic table was a request by the town. The picnic table will remain where it is. There is a picnic table located between Buildings 2 & 3.

Administrative:

- Brought into record were the meeting minutes of 4/29/23 as approved by the Board via email on 5/11/23.
- Hutchings Drive Gate Update: There will be a call with our Attorney and Journey Church representative to try to bring this to a resolution or move to the next step.

Financials:

- April financial information was received but not with enough time to review before this meeting.
- The Board agreed unanimously to change the master policy deductible for water damage to \$25K on our renewal date 2/24/2024. The letter to notify owners of the intent to change the deductible from \$10K to \$25K on renewal was reviewed and approved.
- The Board agreed unanimously to move \$150K from the Capital Reserve checking (as well as the \$40K Avidia loan reserve) to CD's to take advantage of the favorable CD interest rates.

Building and Grounds Maintenance:

- Property Manager Open Items:
 - Soil test results, fertilization plan
 - Mowing day
 - Unit 61 schedule for sheetrock repair
- Carport project plan was updated and the board approved the painting of all 4 carports, cost of which will be within the budget.
- Grounds Maintenance: 16 yards of bark mulch was ordered however vendor delivered 16 yards of loam. Since the vendor did not charge for the delivery error the board decided to take advantage of the extra loam and spread in areas where needed. Bark mulch will be spread where needed. The board will get a price for hydroseeding the areas of new loam and will order if pricing is advantageous.

- Repairs are being scheduled for the roof leak in Building 4 above Unit 91 reported this winter. The board agreed to move forward with the replacement of vent hats/caps and 4' pipes on all buildings (where needed). Pricing is in progress.
- Carpet replacement will continue and will be completed in all buildings in 2023. Pricing was received from two vendors and one vendor was 14% higher. A meeting with Colorworks took place on 5/25/23 to discuss and map out the project.
- Hot water heater replacements are still under review. The board reminds all owners to submit hot water heater information as soon as possible if it has not already been done.
- Asplundi was assigned by Eversource for their vegetation control plan along Route 113 side of Saco Woods. Unfortunately, Asplundi cut back more vegetation than we felt was needed. When their trucks were seen on Saco Woods property for the second time, the board ordered them to cease and desist while the board contacted Eversource regarding the work. The board did have a discussion with Eversource to attempt to have better communication with the board before this work is done again. The power lines along Route 113 and Saco Woods is on a four-year vegetation plan with Eversource. In the meantime, the Board will continue to find evergreen plants out back that can be transplanted. There are also a few arborvitae that were donated. Our property line is about 25' from the back of the dumpster building and our entrance sign is actually on State property with an easement for such.

New Business:

- Portland Glass will now accept screen porch/balcony orders directly from owners. The design will remain consistent with the design previously approved by the board for uniformity and integrity of the porches/balconies.
- The Eastern Propane pricing contract expires 5/31/2023 and the Board hopes to have an update on the new contract rate by before the next meeting.

Unfinished Business:

- Septic lines proactive cleaning 2023. Looking for an alternate quote to determine if feasible.
- Transformer box near Building 3 – Still waiting on Eversource.
- Window issues unit 46 and 89—call into contractor
- Unit keys secured on site—on hold.
- Holden Engineering for site survey and marking of leased horse barn area – as funds permit.

Owner Comments:

- None

Next Meeting Date:

Saturday, July 29, 2023 @ 9:00 am, Unit 89

Meeting was adjourned at 11:00 am

