

Saco Woods Condo Association Board Meeting

Tuesday, December 5th 2023

6:00 pm, Unit 89

Attendance:

Quorum established (3 required). In attendance were board members: Paula Shappell, Ellin Leonard, Patrick Barrett. Board member attending by phone Ann Millett. Owners in attendance Michael Tolin, Claudia Suslavich-for Owner's comments.

Owner's Comments:

- Unit 9 Owner was provided overall breakdown of damages to unit 1 from overflowing unattended, running bathtub, we are still waiting for some information. Unit 9 felt the Association did not communicate well the extent of damages to the unit below well. If unit owner chooses to file an insurance claim, the board of directors shall be the contact.
- Unit 60 reported beeping from another unit, there are couple units nearby not occupied much, once Unit 60 can provide better information we will have EG Chandler go in to inspect—likely a low battery in smoke detector.

Administrative:

- Brought into record were the meeting minutes of 11/12/2023 as approved by the Board via email on 11/24/23.
- Annual Meeting Packet was reviewed and unanimously approved to be mailed out to all owners: Notice, Agenda, Budgets and Proxy (specific to your unit).
- Hutchins Drive Gate Update: Another revision to our proposed shared maintenance agreement was received just prior to meeting; to be further reviewed.
- Proof of Insurance: Units 8, 58, 59, 67 and 82 are not in compliance.

Financials:

- CD's as discussed in prior meeting were established at Northway Bank on 11/15/23: \$25,000 from Carport and an additional \$40,000 from Capital Reserve to respective 12 month CD's with an interest rate of 5.25%.
- Insurance: COOP Insurance will not be renewing our Master Policy in February, our agent at Infinger insurance will market out to 14 other companies they work with.

Building and Grounds Maintenance:

- Property Managers Report: Due to storms EG Chandler was unable to attend
- **Winter Parking Fines for Non Compliance: The board unanimously voted to keep the amount the same as last year, \$250 fine**, with a recission after 1 year if there are no other compliance issues with any rule/bylaw. Any units with prior offenses for winter parking or current vehicle information not on file, there will be no recission offered, fines will be due upon receipt.
- Vent hats/caps roof repair update: Plan was to start the prior week however there was mechanical issue with the lift, they will work December 6th and 7th.
- Water System: NH DES upcoming requirements for Lead. Our lead service line inventory is in progress. Our water operator has not seen any lead piping which goes along with the lead pipe ban was in place in 1986, and our buildings, according to tax records built in 1987, however the reporting process is required of our public water system

New Business:

- **We have received a complaint of smoking inside the buildings. Reminder: there is NO SMOKING ALLOWED IN UNITS. Our attorney will be consulted on the matter for recommendation and procedure on testing units for proof of smoking in units. This is a serious matter.**
- We had a septic backup into Unit 80 sink. A letter/posting was review and approve to post and is attached below. Please review carefully and if you have tenants –please take the time to review with them.
- Unit 70: New Owner requesting ok for new cabinets/kitchen reconfiguration: The board approved the kitchen renovations with Town Ordinances followed in accordance with our bylaws and licensed electricians and plumbers are contracted as appropriate.

Unfinished Business

- Town/State approach regarding buffer for noise from Route 113.
- Transformer Box near building 3 in Eversource court. Postpone to Spring 2024 for follow up.
- Window issues unit 46, 89, waiting on contractor schedule.
- Volunteer Vegetable Garden Manager still needed.

Owner Comments:

- None

Next Meeting Date:

ANNUAL MEETING, Saturday, January 20, 2024, 10 am at Pine Tree Elementary School.

We hope to see you there! However, if you cannot make it, please send in your proxy as we must have a Quorum of 33%, present or by proxy.

Meeting was adjourned at 7:30 pm

Important - To All Residents at Saco Woods

We need everyone's help here at Saco Woods,

1. There is absolutely No Smoking allowed inside ANY unit/porch or within 50' of the main buildings, trash building or the post office. Please respect this Bylaw as voted on by 2/3 majority of the ownership.
2. The Friday after Thanksgiving we had a septic backup in building 4 into a 1st floor unit sink. Grease, coffee grounds and what was likely remnants of turkey were found.
 - **Grease, oils or fats or food solids should NEVER be flushed or put down any drain**
 - Line pans with aluminum foil or parchment paper then toss in trash
 - Wipe out pans of food/oils/greases before placing in dishwasher or washing by hand
 - Drain fats that will solidify in a can and toss
 - Solid foods and coffee grounds should be placed in the trash
 - **Use a basket/strainer at every sink and the tub**
 - **NO WIPES of any kind should be flushed.** Do not believe the marketing... NO wipe is flushable!! The only things safe to flush: toilet paper, puke, pee and poop, nothing else.
 - Install toilet locks if you have toddlers

Federal Piping, aka the Pooper Troopers, seriously—that is their tag line, were called in and went 35' into to clear the clogged line. This was disruptive to many folks holiday weekend and an unplanned cost to the Association. We appreciate all the cooperation with the emergency access to units necessary. Thank you!

Reminder: All lines servicing just the unit are unit owner's responsibility to maintain, so if you have a slow drain that is up to the unit owner to have someone in first, then if still an issue let us know. If you are a 1st floor unit and have a toilet or sinks that bubbles up—then contact EG Chandler emergency line 603-356-6030.

Feel free to reach out to the board at board.sacowoods@gmail.com if you have any questions regarding this matter.

Thank you,

SWCA Board of Directors

Posted on all unit doors December 9th, 2023