

# Saco Woods Condo Association Board Meeting

**Sunday, May 19, 2024**

**4:00 pm, Unit 89**

## **Attendance:**

Quorum established (3 of 5). In attendance were board members: Paula Shappell, Michael Tolin, and Ann Millett by phone. No owners were in attendance.

## **Owner's Comments:**

- Unit 73 was notified of a cat in unit with tenant. Unit 73 Owner sent an email seeking special board permission for one cat, with assurance that Rules for Pets will be followed. A motion was made and approved to allow Unit 73's special request to allow one (1) cat in unit.

## **Administrative:**

- Brought into record were the Meeting Minutes of 4/7/24 as approved by the Board via email on 4/15/24.

## **Financials:**

- The board authorized Paula Shappell to negotiate the upcoming renewal of Avidia Bank's CD which expires on 6/2/2024.
- The board authorized Paula Shappell to move \$40K from the operating account to a 12-month CD at Northway bank. President and Treasurer to be authorized signers.

## **Building and Grounds Maintenance:**

- Dryer vent cleaning is still in progress. Remaining buildings will be posted for future dates.
- Board discussed ventless dryers. More research is needed to determine if this type of dryer should be allowed in units as they are becoming more popular, however under the current rules they are not allowed. Need feedback from our insurance company.
- Dumpster Building cleaning will take place on Friday, May 24<sup>th</sup>.
- The Board reminds everyone (owners please remind your tenants) that the Trash Building/Dumpster is for household trash only. **There have been several items left on the floor of the dumpster building – This is not a "Swap Shop" area.** Anything other than household trash needs to be taken by the unit owner or tenant to the Town of Conway Dump.
- Fire alarm testing was completed. Back up batteries were replaced.
- Painting plan – the Board approved the painting of 3 smoking sheds, playground equipment and dumpster building as well as any areas needed on buildings. Paint will be purchased accordingly.
- Grounds Maintenance plan and update:
  1. Review meeting with Rotten Rock Tree Service has been completed. The board discussed the recommendations but have not decided yet on what we can accomplish this year as we await pricing.
  2. Rhododendron on corner of Building 2 that is too close to drainage rocks is to be moved. An agreed upon location to be determined but the front of the electrical panel between Buildings 1 & 2 as a year-round screen appears to be the best area for placement.
  3. The Board voted to brush hog the back leach fields one time this year in July.
- Installation of stop signs and slow signs for Hutchins Drive has been completed. Stop lines to be painted.
- Reminder to all unit owners/tenants that door mats outside of units should be moved to inside the unit door.

**New Business:**

- Unit 42 contacted the Board regarding a wasp nest. Property manager was contacted to handle the removal of the nest. Key to Unit was not on file with property manager, so the office time charge of \$48 to obtain a key on file will be passed along to the Unit Owner.
- A reminder – now that the good weather is here many residents have open windows. Voices, as well as music, etc. carry especially in the evenings. Please be mindful.

**Unfinished Business**

- Transformer Box near building 3 in Eversource court. Follow up will be done this coming week.
- Vent hats/caps roof repair (final 10 caps) will be scheduled after Memorial Day weekend.
- Lead service line inventory for NHDES.

**Owner Comments:**

- None

**Next Meeting Date:**

**Sunday, June 30, 2024, at 4PM in Unit 89**

**Meeting was adjourned at 6:00 pm**

**SPEED LIMIT IS 10mph---PLEASE BE MINDFUL!!**