

# Saco Woods Condo Association

## Board Meeting Minutes

**Sunday, June 23, 2024**

**4:00 pm, Unit 89**

**Website: <https://www.sacowoods.com>**

**Username: swcaowner**

**Password: First19saco!**

### **Attendance:**

Quorum established. In attendance were board members: Paula Shappell, Patrick Barrett, Ellin Leonard (at 5pm) , Ann Millett and Michael Tolin. No owners were in attendance.

### **Owner's Comments:**

- The Board received a noise complaint related to the new smoking shed for noise well after 10 pm. A reminder to all that it is summer, and noise naturally carries in the evening hours. The Board has spoken to those using the new smoking shed
- Cigarette butts are being left nightly at the post office. The area is cleaned only to have cigarettes discarded again the next day night. As a reminder, there is no smoking in any buildings or within 50 ft of any building (excluding smoking sheds) and littering is not allowed. Please contact the board with any information regarding this matter.
- The outdoor spigot connection located in Unit 49 was leaking when valve is on. The valve is currently off, and the water spigot is not available for watering. Owner in 49 has requested that it be repaired, and Unit 51 would also like repaired for use of the spigot. The Board agreed that this outdoor spigot connection should be repaired.

### **Administrative:**

- Brought into record were the Meeting Minutes of 5/19/24 as approved by the Board via email on 5/29/24.
- Current board member, Ann Millett, will be selling her unit soon. The Board is looking for an owner to replace this board member. Ann has offered to stay on in a consulting role (non-voting) and continue to draft the meeting minutes. The Board agreed unanimously that she can stay on in a voluntary consulting role. Please contact any board member if you would like to discuss joining the board as we must appoint until the next annual meeting to maintain a voting board of 5 in accordance with our bylaws. Any new folks out there?
- The Eastern Propane pricing contract expires on 8/31/24. Negotiations for the next season will begin in July 2024.
- The Board has had a website for owners in place for some time now. The Board is getting some questions where answers can easily be found in the rules or bylaws. The Board has decided to add the website, username and password to all meeting minutes to help everyone have the login information readily available to research questions they may have regarding rules or bylaws

### **Financials:**

- The Board reviewed the Customer Balance Summary as of 6/18/24. EG Chandler will be contacting those with balances due. As a reminder, late fees are assessed on balances past due more than 30 days.
- May financials were emailed to the board for review.

### **Building and Grounds Maintenance:**

- Dryer vent cleaning has been completed with a couple of open items that will be addressed in the future.
- The Board did some additional research regarding ventless dryers. Our insurance agent was contacted to pose the question as to whether insurance companies would cover communities that allowed ventless dryers due to moisture concerns. At this time, it is not something that is universally accepted by insurance companies. With that being said, we do not want to jeopardize our master insurance policy now or in the future. Therefore, the dryer rule remains the same that dryers must be vented to the outside.
- Door Mats and Safety: Board's 3<sup>rd</sup> reminder to remove door mats from unit doors for fire safety, please put them inside your unit. Thank you to the many who have removed, we ask all others to do so as well.
- Eversource has been on property and addressed the transformer box near Building 3.
- Playground equipment maintenance has been completed (power washed and clear stain applied). Basketball court was sealed, and lines painted. Thank you for your patience while playground was closed to complete this work.
- Grounds Maintenance plan and update:
  1. The Board revisited the 2024 fertilization program, at the request of the property manager and vendor and decided to go back to the 2023 program (not organic) via an email vote of 3-2 on June 6<sup>th</sup>, 2024.
  2. Tree plan using Rotten Rock Tree Service was discussed and some of the plan will be completed this year. You will see some dead trees removed and pruning around the property, as well as new plantings along the new parking area at Building 1, to begin to create a natural sound barrier. The Board received donations from owners in the amount of \$3,000 towards these plantings along the Building 1 parking area. We will also plant 3 maples, one at either end of Building 2 (front) to replace the dead oaks we had to remove, and one near the new drop off area –for eventual shade and water conservation.
- The stop signs for leaving and entering Hutchins Drive easement have been installed and stop lines painted. The stop signs for entering SWCA will need to be lowered. Please STOP at the stop signs for the safety of all.
- Brush hog of back septic fields has been completed.
- All septic tanks were pumped at the end of May. The report from our contractor noted that wipes (small in size) were found when Buildings 3 & 4 were pumped. These owners were notified by email by EG Chandler.
- The Consumer Confidence Water Report has been sent to all owners. This report will also be posted on the website.
- Carport walls that were already painted received a fresh coat of paint. Project is completed.
- Carport 1 Island Garden rehab has been completed by volunteers. All new plants were donated by owners and chosen for their drought resistance. Thank you to all who have been contributing with their time and/or plant donations to keep the SWCA grounds looking amazing!!

### **New Business:**

- Unit 70/62 shower valve leak in progress
- Unit 76/84 water issue in progress

### **Unfinished Business**

- Vent hats/caps roof repair (final 10 caps) and dumpster building repairs vendor hit rot on previous job and we are next on the list, TBD.
- Lead service line inventory for NHDES. We have supplied what was required, now waiting on the State.

**Owner Comments:**

- None

**Next Meeting Date:**

**Sunday, August 4, 2024, at 4PM in Unit 89**

**Meeting was adjourned at 6:05 pm**

**PROPERTY SPEED LIMIT IS 10mph! STOP at the new STOP Signs for safety of all!**