

# Saco Woods Condo Association

## Board Meeting Minutes

**Sunday, November 17, 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, and Sara Holtby. Ann Millett (volunteer for drafting meeting minutes) was also in attendance.

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

- An anonymous packet was sent to the association attorney regarding the removal of doormats and the displeasure with the Board. The anonymous packet was reviewed by the Board and the Board would like to remind Owners that they are always welcome to attend board meetings.
- Unit 34 was issued a letter and \$300 fine notice from the attorney regarding the removal of doormats.
- Unit 55 discussion on exterior porch light was discussed that is different than others and as such we would like an electrician to verify proper wiring.

### **Administrative:**

- Brought into record were the Meeting Minutes of 9/8/2024 as approved by the Board via email on 9/13/2024.
- The Board is in discussion with the Property Manager on how best to verify that current Owners contact information and current vehicle information of residents is up to date. This can be a timely and costly function for the property manager and Association to undertake, so the Board reminds everyone that this information can be done directly on the SWCA website,

### **Financials:**

- The Board reviewed the proposed 2025 Budget. A motion was made and seconded to approve the 2025 Budget and to increase 2025 Regular Dues, \$35 per month. As of January 1, 2025, dues go from \$360 to \$395 monthly. Major increase is due to insurance and septic disposal increased rates. The 2025 Carport Dues will remain at \$25 monthly. Approved unanimously.
- A motion was made and seconded to move additional funds (\$10K) from the carport reserve checking to the carport CD and to renew a capital reserve CD (\$41K) for the same time The Board is hoping to get both CDs renewed at 4 or 4.5% rate. The motion was approved unanimously.

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

- EG Chandler completed the fall cleanup, and the salt barrels are out and ready for the winter season. The Board appreciates all those that moved according to the posted instructions to help EG Chandler's crew with the fall cleanup.

- Please note that Ellin Leonard will pick up all pumpkins in front units/common areas no later than Thanksgiving and will dispose of them where we wish as they make a slimy mess.
- The Board reviewed the Winter Plowing Parking Procedures for the upcoming 2024/2025 winter season (and sometimes spring). A motion was made and seconded that the fine for winter plowing/parking violations will be \$250.00. This fine may be rescinded after a year if there are no further violations, however if the vehicle causing the violation is not on record with the Board, then the fine will be due and payable at that time as not having current vehicle information on file is considered a violation.
- The Dumpster Building repairs have been completed. The Board discussed door closures, but this discussion has been tabled for now. The Board is also going to follow up with the trash contractor to see if we can get the container changed out due to the odor that is currently in the Trash Building.
- Vent hats/caps project has been completed.
- The fence replacement project has been completed and the board hopes to complete another section behind Building 3 in Spring 2025.
- Intercom replacement in Building 2 has been completed.
- Unit 41/33 water leak repairs have been completed and the Board agreed unanimously that the cost of repairs will be assessed to Unit 41.
- NHDES lead inventory reporting has been completed and submitted to the state. Report completed with no lead to report.

#### **New Business:**

- Emergency access was granted on 11/14/24 by the Board to Units 73, 81 and 89 to determine a source of high CO levels in Unit 89, after a propane smell was reported After inspections by Eastern Propane Unit 89 boiler was the source of CO, red tagged and must be replaced.

#### **Unfinished Business**

- None

#### **Owner Comments:**

- None

#### **Next Meeting Date:**

- **Wednesday, December 4, 2024, at 6PM in Unit 89**
- **Annual Meeting – Saturday, January 11, 2025, at Pine Tree School (now known as Lakeside Primary School)**

**Meeting was adjourned at 5:33 pm**