

Saco Woods Condo Association Board Meeting Minutes

Saturday, April 18, 2026

3:30 pm, Unit 39

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

Username: swcaowner

Password: First19saco!

Attendance:

Quorum established (3). In attendance were board members: Paula Shappell, Ellin Leonard, Patrick Barrett, George Barth and Barbara Dunham. Ann Millett by phone to take meeting minutes. Call to order at 3:38 pm.

Administrative:

- Meeting minutes from January 23, 2026, approved via email on February 1, 2026.
- By-laws and Rules to be reviewed and updated if needed by Attorney.
- Vegetable Gardening Agreement has been finalized and ready for participants for the 2026 season.
- The board is working on a new host for the website as the prior host is no longer supporting our website.

Financials:

- March financials have been received and reviewed.

Building and Grounds Maintenance:

- Dryer vent cleaning will begin the week of May 5th. Entry to units will be required.
- Fertilizer contract has been signed.
- Annual smoke alarm testing for all buildings (common area hallways) will be April 22nd & April 23rd.
- Hallway carpet cleaning will be April 21st.
- Waiting to hear from vendor for the status of the Sprinkler report/project.
- Leach field inspection to be scheduled soon.
- Loam/Super Soil & bark mulch top to be delivered late April.
- A motion was made for a porta potty (cleaned weekly) to be placed at the playground from May 1 – Oct 31 for around \$720 total. Approved 4 yes, 1 no.
- Dumpster door on EG Chandler's list to be fixed.
- Door Thresholds in common hallways are being looked at for replacement as many are loose.
- Building 2 railing short walkway (replacement was reviewed and discussed. No motion was made to replace the railing at Building 2. This railing was removed during the rot/repair project and there are underground propane lines in this area. If and when the paving/drainage project takes place this can be revisited.
- It should be noted that the association has incurred additional Waste Management fees due to non-recyclable items in the recycling dumpster as well as additional fees for large item removable from the dumpster building Reminder Notice will go out to all owners.

New Business:

- During the monthly hallway cleaning, multiple boxes were encountered in the hallway of Building 2. A motion was made to assess a fine of \$200 (with 24 hours to remove from hallway) to Unit 67 owner responsible for the repeat offense of putting/storing boxes in the common area hallway. If boxes are not moved within specified 24 hours, then an additional fine of \$500 will be assessed for the Association to remove them. Approved unanimously.

Unfinished Business:

- Trees to plant behind Building 1
- Leach field Inspection
- Website host change
- A/C on balcony 89
- Thresholds project estimate
- Sprinkler system upgrades

Owner Comments:

- Unit 89 has requested permission for an A/C/heat pump being added for placement on the balcony for Air conditioning only. The Board agreed it would further investigate this possibility.

Next Meeting Date:

- Sunday, May 31st at 4:00 pm in Unit 39.

Meeting was adjourned at 5:16 pm