

Saco Woods Condo Association

Board Meeting Minutes

Sunday, May 31, 2026

4:00 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, Barbara Dunham and George Barth (by phone). Ann Millett by phone to take meeting minutes. Call to order at 4:05 pm.

Administrative:

- Meeting minutes from April 18, 2026, approved via email on May 13, 2026.
- Transition to new website host is ongoing.
- After research and submission of plans, a motion was made to allow Unit 89 to install a Heat Pump/AC unit, for A/C use only on the unit balcony. Motion was approved with a 4 Yes -1 abstained.

Financials:

- April financials were received and reviewed.
- 2025 Tax Return has been filed. Q1 2026 estimated tax paid. Estimated taxes are due quarterly due to interest income earned on CD's.
- There are a few CD's up for renewal and the Board authorized Paula Shappell to renew at the best rate.
- A motion was made and seconded to move \$50,112 (2026 Capital Budget Reserve) from the operating account to a Reserve CD with the best CD yield available. Approved unanimously.

Building and Grounds Maintenance:

- Repairs of thresholds in common entrances/hallway pricing is in progress.
- Dumpster Building Door Repairs: The building was installed on a concrete pad, and likely the instability of the concrete underneath causing the door to pull away. If we replace door, likely same thing will happen. Options were discussed and the item tabled for next meeting.
- A request was made to plant (behind Building 2) a Thornless Hawthorne (flowering, berries for birds in the winter, and not too tall, creating a canopy to help grass grow in the area). Approved 4 Yes, 1 No.
- Exterior paint repair on Buildings 1,2,4 will be dependent on weather, however hopefully work will begin in late June.
- A leak has been discovered in the mechanical room in Building 3. The property manager will oversee the investigation and resolution.
- The flower beds along the entrance hill have been removed. With the stoned drainage in that area, it was agreed that this area would be replaced with weed barrier and bark mulch.

New Business:

- It has been reported that people have been dumping food out in the woods behind the garden area. This is not a composting area. Dogs have been getting into this and there is concern for other wild animals frequenting this area as a food source. **There is no dumping/disposing of food on Saco Woods property. The Town of Conway transfer station has a composting container available.**

Unfinished Business:

- Leach field inspection.
- By-laws and Rules review and update by Attorney.

Owner Comments:

- None

Next Meeting Date:

- Sunday, August 2, 2026, 4:00 pm in Unit 39.

Meeting was adjourned at 5:34 pm