

## TOWN HOUSE ESTATES OF NORTON

### Board of Trustees Meeting Minutes

November 13, 2019

Present: Gary Bushey, Robert Barron, Marion Mattola-Brierly, Megan Hirst, Javier Trevino

The meeting was called to order at 6:52pm. Meeting transpired over the telephone as a conference call.

#### **1. *Delinquencies***

All delinquent accounts for condo fees were reviewed. It was agreed that, once a year, THEN attorney will contact, via collection letter, all unit owners with 90-day or more overdue accounts.

#### **2. *Snow removal company 2019-2020***

The Board reviewed bids from the following companies: BZ Leaflifters, Sitescapes, and Greatscapes. Megan will negotiate lower bids from BZ Leaflifters and Greatscapes. She will clarify if BZ Leaflifters is including shoveling the walkways in their cost. Robert will get more information and clarification from McGuire Landscaping. By Friday evening, the Board will decide on which company to hire for snow removal/plowing.

#### **3. *Annual meeting***

This is scheduled for Monday, December 2019 at the Holiday Inn, Taunton. The cost for reserving the room is \$175. Three trustees will have their terms expire at the end of this year: Gary Bushey, Robert Barron, and Javier Trevino.

#### **4. *Ice melt buckets***

First Choice will be delivering buckets tomorrow, November 14.

#### **5. *Open Forum***

It was stated that THEN's contract with First Choice Property Management automatically renews in December. Megan stated that there will be no changes to the contract management fee for the 2020 year.

The meeting was adjourned at 7:45 pm.

Respectfully submitted,  
Javier Trevino