

# TOWN HOUSE ESTATES OF NORTON

## Board of Trustees Meeting Minutes November 24, 2015

Present: Gary Bushey, Mark Flicop, Larry Grant, Amy Marsden, Amber Hall, Mike O' Sullivan, Javier Trevino.

The meeting was called to order at 6:45pm.

### **1. Delinquencies**

The Board discussed ongoing delinquencies, two of which have been in arrears for over 90 days.

### **2. Annual Meeting**

The Annual meeting of the Board is scheduled for Monday, November 14<sup>th</sup> at 7:00p.m., at the Holiday Inn in Taunton. The date was chosen in order to present the 2016 budget prior to becoming effective January 1, 2016. Among items on which action will be taken is the voting for the two open Trustee positions on the Board.

### **3. New Business**

(a) Three owners had been inadvertently overcharged slightly on their condo fees. These fees adjustments have now been made and corrected. Those owners wishing to get reimbursed for the overcharge may request reimbursement.

(b) The Board approved moving forward with Rockland for the loan in the amount of \$75,000 for a 5-year term.

(c) First Choice has prepared a Winter newsletter for 2015-16, reminding owners of condo rules and information relevant to the winter season. It was agreed by the Board that FC needs to be proactive and take measures to obviate ice dams, potential roof collapses, and other season-specific damage and hazards.

(d) Amy Marsden is scheduled this week to meet with Christy Hanaway of Gencorp Insurance Group (GNY) to have them pay the outstanding balances with ServiceMaster. Unit owners are still being invoiced by Service Master. These claims must be processed by GNY post haste.

(e) External repairs to the buildings still need to be completed. FC will schedule the vinyl siding replacements and power washing to be done this Friday. Some units, particularly 137-5, are still awaiting completion of interior repairs. FC will determine exactly what work still needs to be done. Amy will schedule to have everything completed soon.

The meeting was adjourned at 7:25 pm.

Respectfully submitted,  
Javier Trevino