## TOWNHOUSE ESTATES OF NORTON

c/o Advanced Condominium Management Corporation
40 Mechanic Street, Suite 301
Foxboro, MA 02035
508-543-2252
advanced@condomgt.com

## BOARD MEETING MINUTES March 3, 2010 Unit 145-2 6:30pm

Board Members present: Ken Scanlon, Mark Flicop, Kathy Petersen and Brian Peterson. Also present: Bob Linney of ACMC. Trustees absent: Gary Bushey.

The Board reviewed the Goals/ Project Worksheet.

The Board reviewed a report from CC&R Roofing addressing the replacement of the roof at Building 139.

ACMC presented the Board with a Certificate of Election. After reviewing the certificate the Board signed the document and ACMC will forward it to the attorney to be recorded.

The dumpster door at Building 137 sticks. ACMC will call the trash company to repair.

The Board reviewed a proposal from RMX – NE for a Replacement Reserve Study.

The Board reviewed the A/R Report. Units in collection were noted.

A walk-around inspection was scheduled for April 10<sup>th</sup> at 9AM. We will meet at building 145.

Front stairs – there has been no response to the letter sent by ACMC to Karol Hardscapes concerning the front stairs deteriorating. The Board asked that this be given to the attorney to follow up on.

A discussion took place concerning the landscaping. The Board asked that ACMC contact MacIntyre Landscaping to inform them that they are only to flip the mulch over in the shrub beds – no new mulch. This will be a savings of \$2,500.

The new loan matures on 7/30/12. The amount was for \$79,000.00. ACMC will check on the status.

ACMC will contact Jeff Borruso to provide a proposal for the electric service update.

The next Board Meeting is scheduled for April 7, 2010.

The Board Meeting adjourned at 7:15 PM.