

TOWN HOUSE ESTATES OF NORTON

BOARD MEETING MINUTES

June 15, 2011

Board members present: Ken Scanlon, Kathy Petersen, Brian Peterson and Gary Bushey. Also present: Mike DiCarli and Cindy Gauvin from FCPM. . Absent: Mark Flicop

As the board reviewed the status of collections and foreclosures Cindy asked to confirm the sending of delinquent notices. The board instructed her to send them at 60 days late.

There has been a report of carpenter ants found in some units. First Choice will be accepting bids from pest control contractors for the board to review.

The board asked First Choice to contact the landscaper and ask if there was a reason why mulch was not placed closer to the street.

The board reviewed and approved the bid from Yukon for the trimming of trees that are either touching or coming close to touching the buildings.

The board also reviewed bids from contractors to seal and paint the parking lots. There were some questions concerning the cost on a couple of them. First Choice will confirm the prices and the board will make its final decision on who will be awarded the job.

The board reviewed bids from contractors to power wash the buildings, decks and gutters this year. The board is leaning towards Surprise Mobile washing. The board asked First Choice to contact Surprise and find out how many water faucets they need access to. The board may be sending letters to all owners asking for volunteers to allow their water to be used to complete this job.

First Choice is waiting on one bid to be submitted by C.C and R for the work needed to improve the safety of the decks. The decks were mentioned in the reserve study report as needing updates to improve safety.

First Choice is requesting a mason to inspect the front stairs to evaluate the damage and make recommendations on repairing them.

The board has been looking into replacement solution for the berms at the entrance of the parking lots. These continue to be an issue with the plowing of the snow every winter. At this time no better solution has been suggested.

The board discussed changing the septic pumping to twice a year. First Choice is going to contact the contractor and confirm whether or not pumping twice a year is worth it.

A review of the insurance policy for the property was conducted and the board is looking to updating the coverage. First Choice will be doing further research and present the findings to the board.

The next board meeting is scheduled for August 24, 2011 at 6:00pm if all agree.

The board meeting adjourned at 8:00 pm