

# TOWN HOUSE ESTATES OF NORTON

## Board of Trustees Meeting Minutes

July 31, 2019

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

The meeting was called to order at 6:47pm. Meeting transpired over the telephone as a conference call.

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

Collection letter has sent to one owner who is about 3 months in arrears on condo fees and whose unit has been empty for 3 or 4 years. FC will have attorney Kathy Elia contact the owner about debt collection. FC will keep the Board informed as situation progresses. Statements were sent to all owners with balances.

### **2. *Loan discussion/decision***

The Board voted unanimously to have Rockland Trust issue the loan to pave the 3 parking lots. Three dates proposed by Nu-Look for paving the parking lots are August 26-27 (2 lots) and September 19-20 (1 lot). Megan will see if can close on loan from Rockland by those dates.

### **3. *Conference call regrading rental cap***

Megan will arrange with attorney Kathy Elia to have a conference call with the Board to discuss capping the number of THEN units that may be rented. We would like to cap the maximum number of units at 4 or 5. Rules and regulations may need to be amended to reflect this.

### **4. *Concrete quote***

FC will give Board at least 3 cost estimates for repairing the concrete walkways—the back of buildings and around the parking lots—and doorsteps. Doug Springhetti Masonry in South Easton is one vendor that will be contacted. Megan will check on costs from Nu-Look Landscaping and email those figures to the Board members.

### **5. *Tree Removal***

Matt Palin of Proscape Landscaping has tagged about 10 trees for possible removal. Need to have a certified arborist identify other trees that also need to be removed. Will ask to explain why those trees were identified as being at-risk.

### **6. *Quotes***

Megan will get estimate on power washing buildings that includes siding (walls), message centers (mailboxes), and decks. Get estimates from FC and other vendors.

Some decks and windowsills need painting. Need another estimate from an outside vendor, not FC.

### **7. *Parking lot lights***

It was pointed out that unit owners are not turning on their outside lights at night. Jim from FC will consider possible solutions to the dark area near the dumpsters. Perhaps a light post that is solar-powered and responds to motion detection.

**8. *Open forum***

The Board discussed enacting rules about controlling owners' dogs on property. FC will contact Dooley Disposal Services about replacing dumpsters with side doors with dumpsters with front doors. FC will send letter to all owners reminding them that dumping large furniture items on site is prohibited.

Next meeting is set for Wednesday, August 28 at 6:45 pm.

The meeting was adjourned at 8:00 pm.

Respectfully submitted,  
Javier Trevino