

TOWN HOUSE ESTATES OF NORTON

BOARD MEETING MINUTES

September 20th 2012

Board members present: Ken Scanlon, Mark Flicop, Brian Peterson and Gary Bushey. Also present: Alise Sheppard from FCPM.

The Board conducted a pre-meeting walk-thru of the property to inspect the condition of the front steps. Overall the steps look good. 141-6 has the 1st technique still applied and we will have cement contractor evaluate doing a new coating with a different texture. During this winter the board will be checking the integrity of the steps repaired before any others are done.

During the walk-thru it was pointed out that a tree in front of 139-4 is dropping berries on the cars. The Board will ask the landscaper to offer an opinion on what can be done to the tree to prevent this from occurring.

The message/mail center was reviewed and it was decided it would be a spring project. C.C. & R will provide a quote for the construction. The Board did select the mailboxes that will be used in the message center.

The Board asked Alise to contact Soares Pumping and have them come and pump all the systems including the holding tanks.

Alise is working with bat proofing vendors to get prices and techniques on solving areas where bats may be entering some buildings. Alise will get confirmation from the owner of 141 unit 3 that this is still an issue before a bat proofing contractor is hired.

The bathroom roof vents that were not installed on building 139 when the roof was done will be done in the spring of 2013. C.C. & R will be doing the work.

The election ballots were mailed out this week and the owners will be asked to return them by October 1st 2012. The owners will be receiving a stamped envelope in an effort to increase owner participation.

Alise will send out a mailing with tips on how owners can reduce the amount of water being used which in turn helps our septic system. An example would be replacing 3.5 gallon tanks with a 1.6 or less low-flow toilet. At minimum, owners who still have 3.5 gallon toilets should displace some of the tank water by placing a water filled half gallon water jug in the tank. These suggestions will save money on the owner's water bills and help improve the life of the septic systems.

The Board reviewed the status of collections

The next board meeting is scheduled for October 18th at 6:30 pm

The Board meeting adjourned at 8:15 pm