

# **TOWN HOUSE ESTATES OF NORTON**

## **BOARD MEETING MINUTES**

**May 24<sup>th</sup> 2012**

Board members present: Ken Scanlon, Kathy Petersen, Mark Flicop, Brian Peterson and Gary Bushey.

Management: Alise Sheppard and Mike DiCarli from FCPM

Vendor: Bob Soares from Soares sanitation and pumping.

3 unit owners

### **Unit owners 6:30-7:00p**

Marion was concerned with the tree near her unit that seems to be infested with caterpillars. Yukon will be spraying the property the week of 5/28/12. The Board was asked to ensure that the spraying gets done twice a year to help eliminate the infestations on the property. The Board agreed to review this concern with Yukon to get a recommendation on the best way to resolve the bug issue.

Marion also questioned the status of the rules and regulations for the property. The Board confirmed that the rules and regulations have not changed and they will be reviewed and updated in the near future.

### **Vendor 7:00-7:30p**

Bob Soares spoke about the overall condition of the septic systems on the property and the overflow issue at building 145. Based on the event and recommendations from Soares, the Board asked Bob to submit a quote to add caps to the beehive tanks. This will allow easier access to inspect and/or pump the beehive tank.

The septic systems were all inspected in March for title five and they all passed. The next scheduled inspection will be in 2015.

### **General THEN business 7:30-8:15p**

Alise contacted Comcast and ask them if they could remove the yellow tape from the wires crossing over Burt St and replace with a tie wrap or something else less visible. They will be on sight Friday 5/25/12

The Board approved the quote submitted by Yukon to remove the over growth on the property. Yukon will be working on the property the week of 5/28/12

The message center that was discussed and Ken proposed a combination mail box/message center for each entrance area. First Choice will contact C, C and R to get an estimate for the three mail/message centers. The Board has asked First

Choice to contact the Post Office to get approval to change the mail boxes.

The Board approved the final payment to C.C and R for the roof replacement on building 143.

The Board has asked First Choice to request a bid from C.C. and R to install bathroom roof vents on building 139. This building had a roof replacement last year and the vents were not installed at that time.

First Choice was successful in getting a reduction for trash removal for the next 13 months and the board voted to accept the new rate.

The Board reviewed the opinion from Attorney Kathy Elia's review of the insurance resolution documents submitted by GNY Insurance. The resolution clarifies the responsibility of deductibles between the master policy and unit owners. It also insulates the master policy and its loss runs from small claims. The Board also reviewed a letter that will be sent in advance to each unit owner instructing them of their responsibility to ensure their unit is insured to the deductible limits as covered in an HO-6 policy. The Board voted to pass the resolution (4-0), and voted to set the master policy deductible at \$10,000 (4-1, Brian against). This change is scheduled to go into effect on July 1, 2012.

The Board reviewed the status of collections

The next Board meeting is scheduled for June 20th at 6:30 pm

The Board meeting adjourned at 8:15 pm