

TOWN HOUSE ESTATES OF NORTON

Board of Trustees Meeting Minutes

March 30, 2017

Present: Mark Flicop, Amber Hall, Marion Mattola-Brierly, Gary Bushey, Larry Grant, Javier Trevino.

The meeting was called to order at 6:45pm. Meeting was conducted via conference call.

1. The Board discussed condo fee delinquencies.

Amber reported that Unit 143-5 is due to close on April 12. All outstanding condo fees and attorney's fees will be listed on the 6D Certificate upon sale of the unit.

2. Board discussed the possible installation of a wheelchair ramp should a new owner require it at Unit. THEN will offer a "reasonable accommodation" but is not obligated to agree to a ramp installation nor is it financially obligated to install such a ramp. THEN needs to be mindful of other owner's considerations as well. The Board will consider "with an open mind" proposals submitted by the new owner.

3. Attorney Kathy Elia communicated to Amber that her fee for amending THEN rules and regulations is \$125.00/hr. In order to save time and money, Kathy suggested that the Board produce a list of concerns regarding the current Rules and Regulations document. The Board will discuss at next meeting those aspects of the R&R document that may need to be altered.

4. Amber indicated that the outside handrail at Unit 143-5 was missing a baluster. The baluster, which is on the ground, will be welded onto place by FC.

The realtor involved in the sale of Unit 143-5 indicated that when the home inspection was done, it was noted that a large section of the firewall was missing. The Board agreed to have FC get more details on the matter.

5. One response was received from previously sent notices to all owners regarding ideas for beautification of property. The Board revisited its previous request to Steve Lawton of SiteScapes to compose visual renderings for guidance on ideas for landscape beautification.

6. Amber made available to the Board electronic copies of SiteScapes' walkthrough estimate for improvement to THEN property. Mark will determine which of the items listed on the estimate are to be paid from capital expenses.

7. To-do list. The following items will be addressed and expedited by First Choice:

- FC will weld fallen baluster on outside handrail at Unit 143-5.
- FC will obtain more details about the "missing" or incomplete firewall at Unit 143-5.

The next meeting was scheduled for Thursday, April 20th. It will begin at 6:45pm via conference call.

The meeting was adjourned at 7:30 pm.

Respectfully submitted,
Javier Trevino