

## TOWN HOUSE ESTATES OF NORTON

### Board of Trustees Meeting Minutes November 21, 2016

Present: Gary Bushey, Mark Flicop, Larry Grant, Amber, Mike O' Sullivan, Javier Trevino.

The meeting was called to order at 6:48pm.

**1.** The Board discussed condo fee delinquencies. The Board reminded that all condo fee payments are due on the first of the month; there is a 15-day grace period. Amber reported that the new owner at building 137 may not have received a welcome packet, which includes a notice about condo fee payments and the New Owner's Handbook. These materials are available electronically on the THEN website.

**2.** Waste Removal. Amber contacted 3 waste disposal companies. None of them could match the price we currently have with Republic Services. It was noted that the amount due indicated on the final noticed received form Republic is incorrect. Amber will send a letter to the president of the company inquire about the bill and ensure that the amount be corrected. She will request that Republic give THEN credit for the 2 months we overpaid and will also request a contract from Republic. Going forward the amount to be paid will be \$486 per month.

**3.** Review of accomplishments. The Board briefly reviewed some of the capital improvements made during 2016. These included designing a new THEN website, installing a new septic system that involved tree removal and fence repair.

**4.** Open Forum.

(1) Mike O' Sullivan stated that the river bed at building 137 is not working properly. He asked that this issue be put on the agenda for January's meeting.

(2) The Board asked FC to contact the owner of unit 143-6, which is typically vacant for long periods of time, to ensure that the unit is properly heated throughout the winter season.

(3) The Board Asked Amber to relay the message to FC that at the beginning of the month the first bill should be paid to the reserves.

Next Board meeting will be the Annual Meeting to be held on Tuesday December 13 at 7:00pm at the Taunton Holiday Inn.

The meeting was adjourned at 7:34 pm.

Respectfully submitted,  
Javier Trevino