

**Natick Green Condominium Trust
Minutes of the Board of Trustees Meeting
Tuesday, February 28, 2023**

Zoom meeting

Attendees:

Tom Knight, Chair
Sue Peters, Vice Chair & Secretary
Matthew Chase, Treasurer
John Gallagher, Employee Liaison
Steve Hayes, Trustee
Violet Kabaso, Trustee
Richard Varga, Trustee

Management

Julie Chouman, Residence Manager
Kate Fraktman, Assistant Residence Manager
Michael McClay, Director of Maintenance

At 6:05 pm the meeting was called to order.
The meeting was adjourned at 9:00 pm.

AGENDA:

I. Guest Unit Owner

- Inna Spitserev, Unit Owner, addressed the Board regarding water ingress to her unit and water issues throughout the property.
- Preventative maintenance and NGCT practices were discussed pertaining to water using appliances.

II. Acceptance of the Minutes

Minutes from the Board of Trustees Meeting of January 24, 2023 were accepted as written and will be posted to natickgreen.org.

III. Election of Board Officers

Election Results:

- Tom Knight, Chair
- Susan Peters, Vice chair
- Matthew Chase, Treasurer
- Violet Kabaso, Secretary
- John Gallagher, Liaison

IV. Maintenance Report

Director of Maintenance, Michael McClay, presented the Maintenance Report, which included the following:

- Periodic Unit Inspections are underway.
- Common Area hallways are being painted.
- Update on Door Hardware Alternates - A zoom meeting is scheduled with the Architect for questions.

- Update on pest infestation and monitoring at 7 Post Oak Lane
- Recap of Common Area leaks from burst (frozen) pipes leaking into three units and a separate pipe issue in the clubhouse

The Trustees discussed how to prevent this type of water leak from happening in the future.

- Laundry Center renovations: floors have been redone; painting next, then plumbing repairs.
- Electric Power Failure at 50 Silver Hill - Failure of a 400-amp circuit breaker at 50 Silver Hill caused power to be sporadically lost in multiple Units at 50 Silver Hill, 52 Silver Hill, and 10 Post Oak. Our electrician had to order a replacement breaker from Connecticut. Eversource temporarily shut down the three affected buildings to complete repairs.

V. Financial Report

David Fisher discussed the current Natick Green Financials, which included the following:

- Natick Green 2022 Year End books are open, as planned, to catch any detail changes to the 2022 Financials. Both the January 2023 and February 2023 Financials will be provided to the Trustees prior to the March 2023 Board Meeting.
- 2022 will very likely close out with a net-positive surplus.
- Outstanding Unit Owner delinquent charges are in good condition
- Monthly Condominium Fees increased 5% as of January 2023.
- Unit Owners paying Condominium Fees by Auto Payment through their bank are reminded to **update their payments to the NEW Fee amounts NOW.**
- Higher current interest rates allow Natick Green to earn higher interest income on Association funds.

VI. Secretary's Report

Susan Peters presented the Secretary's Report, which included the following:

- Architect Zoom Meeting is scheduled for March 7 to discuss door hardware.
- Record cold snap caused pipe bursts and water damages in three units.
- The Trustees discussed proposed Natick Green Office Computer and Storage Equipment Upgrades with our IT vendor, Technical Solutions.
- The old (Automatic Laundry) equipment contract was terminated.
- The proposed (Fowler Laundry) equipment contract is in legal review.

VII. Motion to Increase the Per-Unit Deductible for Master Insurance Policy

The Board adopted a Motion to increase the Per-Unit Deductible from \$10,000.00 to \$25,000.00.

- Notice of the Insurance Per-Unit Deductible Increase will be sent to all Unit Owners by Fisher Financial.
- The Deductible Increase will be **effective on 04/01/2023.**

VIII. Motion to Replace and Upgrade Natick Green Office IT Infrastructure

The Board adopted a Motion to replace and upgrade the computers, displays, and data storage devices in the Natick Green Office. The work was performed by our IT vendor, Technical Solutions.

IX. Residence Manager's Report

Julie Chouman presented the Residence Manager's Report, which included the following:

- Julie shared details from our Natick Green attorney who was reviewing the proposed Fowler laundry contract. Julie will continue to follow-up with this.
- The recently received payment from Verizon, due Natick Green under the Verizon Marketing Agreement, was discussed with the Trustees.
- The completion of the FIOS Internet service upgrade requires a new router in the Natick Green Office. A new faster router will be leased from Verizon.
- Both the Office copier and postage machine have reached End-of-Lease. Both were replaced with new hardware at similar or lower lease costs.

X. Executive Session

The Board convened into executive session to discuss non-public and legal matters.

Due to the Covid-19 situation, monthly Board meetings are currently conducted via Zoom. The Board is working to determine the feasibility of inviting Unit Owners to the Zoom meetings. The Board of Trustees meets monthly (except December) on the fourth Tuesday of the month at 6:00 PM. If you wish to address the Board regarding a particular matter or concern, please provide a written agenda request that includes the nature of the issue, to the Natick Green Office, at least ten business days prior to the Board meeting. If a Unit Owner policy for Zoom meetings has been determined, Unit Owners will be contacted and invited. Please contact the Natick Green Office with any questions.