

TOWN HOUSE ESTATES OF NORTON

Board of Trustees Meeting Minutes March 22, 2016

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

The meeting was called to order at 6:45pm.

1. The Board discussed condo fee delinquencies.
2. Amy reported that the ice dam insurance claim expenses are now up to date and properly posted. Amy indicated that there is now a balance of \$3,297.
3. Unit 145-2 sustained water damage due to owner's negligence. The insurance claim remains open. Adjoining Units 145-1 and 145-3 also sustained damage. The damage among the 3 units will exceed the \$10,000 deductible. This covers only damage caused by water flow and not any preexisting issues such as mold. The Board voted anonymously that the \$10,000 deductible be applied only to Unit 145-2.
4. The bulkhead to Unit 137-6 has been repaired. The ground around the bulkhead is still too cold to regrade. Owner will schedule carper installation on 3/17/16. First Choice issued the carpet payment payable to Lowes.
5. It was reported that the new owners at Unit 139-3 are getting significant water in basement when it rains. Owner is willing to absorb the cost of installing a French drain if necessary but will wait until next rainfall to assess. It is likely that the direction the down spout is set can cause water to flow back to basement. This may be a simple issue that can be addressed by adjusting the down spout and grating. It was recommended that SiteScapes address the down spout issue.
6. The Board agreed that First Choice will schedule a walkthrough as soon as possible so that SiteScapes can begin Spring cleanup.
7. Amy has contacted Soares several times to schedule a prec test. There has been no response from Soares. The Board requested that First Choice follow up so that the perc test is done posthaste.
8. A board member reported that he recently spent a considerable amount of time, late into the evening, listening to an owner's concerns. Two directives set by the Board resulted from this: (1) Board members are not required to address owner's concerns individually. Owner's with grievances can request to address the entire Board at a regular Board meeting. (2) Workers working on THEN property should not take orders from owners.
9. To-do list. The following items will be addressed and expedited by First Choice:

- (1) Schedule a prec test with Soares.
- (2) Schedule a walkthrough with SiteScapes.
- (3) Have SiteScapes address the down spout issue.

The meeting was adjourned at 7:30 pm.

Respectfully submitted,
Javier Trevino