Annual Belmont Board of Trustees Meeting Minutes

Via Zoom conference July 25, 2020

**Welcome Remarks from Chairman Jim Hilliard –** Jim discussed the pandemic and its affect on our operations – no music or dancing is allowed this year and everyone is asked to wear mask at all times within the buildings. Jim highlighted the upgrades made this year and the positive responses we’ve heard regarding the new firepit and the two lobbies that have been updated. Jim thanked Martha and Jay for the work. He shared that the plovers were tampered with which could cause major fines to us. He further mentioned that someone was setting off fireworks. Jim reminded us all to please be considerate of our property and neighbors.

**In Memoriam**

John Kaufmann, Richard King, Dick Renwick, Carolyn Tretola, Monica Cummings, Mort Geller, Bernie Feldstein & Clotilde Zannetos

**Minutes:** - a motion was made to approve the minutes from the June meeting. The motion passed unanimously.

**Election of Board Members** – There are two unopposed incumbent candidates running and one new candidate to fill the expiring seat held by Walter Perry, so we will vote for Martha Lane, John Hackett and Eric Sweeney by a show of hands. A show of hands vote was taken and Martha and John were voted back in as trustees and Eric Sweeney was welcomed as a new trustee.

**Financial Matters:**

-Updated Budget and financials – Doug Crabtree –Cash balance: $500,000, Restricted funds is $770,000. A/R and A/P are all up to date. Doug reviewed the the Accountant Report and expressed that The Belmont is one of the better associations he works with and that we are well balanced going forward. He noted that Covid 19 should not impact our funds.

-Terry Milka reiterated Doug’s message noting that expenses are down this year and reviewed the Reserve study.

presentation – Terry reviewed this and noted that we should all be pleased to see that there are no expected special assessments which should give all piece of mind. He further explained that we contribute $350,000 plus cost of inflation to our reserve each year. By end of 2020 our reserve will be $770,000 and by 2021 it will return to over a million dollars.

-Question from Errol James 112 – what type of reserve accounting? Terry answered Straight line.

Second question from Mr. James – is contribution more like $400,000 on average. Terry answered yes as it includes an adjustment for inflation.

**Landscaping Presentation** –

-Craig Whitten reviewed the landscape work this year. New trees were planted at building 6 to replace those lost in the Tornado last year.

Grass is fighting with the heat and lack of shade.

Craig reminded all to please park so that bumper of car does not protrude over grass. This prevents sprinkler heads from working properly.

Craig also reminded unit owners to NEVER touch the irrigation equipment. He apologizes if the timing sometimes interferes with people but the irrigation has to be left alone.

-Unit 515- Carol McKenna– She noted that the ramp to building 5 needs pruning and that beautiful holly bush suffered winter damage that has not been attended to. Jay responded that the hydrangeas were pruned last week and to take another look.

-Jim reminded unit owners that they do not need to wait for meetings to notify us if they see something that needs attention. Unit owners are welcome to send an email to Jay about issues they see.

-Unit 115 – Murney – noted that we lost trees that provided privacy. She was asked to follow up with Jay about her concern.

-Unit 112 – James – Asked about the procedure to replace plants under first floor decks. Jay responded that unit owners can make the request via an ARC form – noting what plants they want to install. Board will return a decision after consulting with our landscape company.

-TH 32 – Linda Cacciapouti – noted several areas by tennis courts and adjacent to TH 32 and TH 24 that need pruning. She expressed a further concern that the plants by TH 24 do not get much sun and are faltering. Craig will look into it.

**Insurance Presentation**

 – Jeff Cotto of Rogers and Gray – renewal was in May with NSM insurance via AIG with a 5% increase. The market is hardening and jeff noted that this program is very beneficial to us as NSM has been able to limit our wind exposure to $10,000. Without this coverage – a storm like last year could have been catastrophic.

**Restaurant Report;**

-Jay reported on the restaurant numbers for this year. The numbers are decent given the pandemic for our dinner service. Jay noted that the menu is changed often.

-Jay noted that the breakfast service is now cancelled due to lack of interest.

**Facility and Site: Jay Donovan**

Jay reviewed the facility as follows:

**-COVID-19 protocol requires that you wear a mask anytime you’re inside any common area on the property. There are many people that are not adhering to this and it’s unfair to everyone Masks within the buildings are MANDATORY.**  Masks are not required outside unless you are unable to physically distance.

**-We continue to sanitize all common areas on a regular basis. This include the chairs at the pool, beach and restaurant.**

-We’re replacing all the Lobby furniture in each building except Building Three, as that was done in the summer of 2018. Each building will be different. Buildings Six and One have been substantially done. The others will be done this Fall.

-The chair room is for those units that don’t have cabanas. You may store chairs only; no floats, rafts, chair carriers or carts are allowed. These items will be removed and disposed of in the purge. This will take place in the third week of August.

-The rules prohibit placement of chairs, ball playing or congregating in grass areas in front of the midrise buildings.

-WiFi is installed at pool and Restaurant Instructions are on the front of the Belmont Telephone Directory

-Units for Sale Units for Sale –There are seven units on the market currently; Units 131, 134, 233, 241, 432, 434 and 622.

-Projects List 2020

-The Belmont has a Facebook page. Search for Belmont Condominium Trust and then send a friend request. There is a closed group on the page called “Belmont Owners Forum” where you’ll be able to discuss matters related to the Belmont. This is an invitation only group and open to owners only.

-The email blasts work well. If you're not on the list, please email me with your request. Otherwise, you'll miss important updates!

**Owner Questions** –

-Unit 645 David Shortsleeve – Asked about last year’s idea regarding gas grills being installed. Jay responded that the board reconsidered after hearing from multiple owners that it would cause a nuisance.

-Unit 131 – Cynthia Casey – Asked if the board will do a survey regarding restaurant at end of season. She noted that the breakfast might have failed because of high prices and a short amount of time for owners to recognize the service was available.

Cynthia also suggested that perhaps the chair room ought to have assigned pegs for each owner’s use.

-Unit 544 – Richard Casey – Mr. Casey noted how pleased he has been with the work of the board and manager and simply thanked them. The board thanked him for letting us know.

-Unit 231 Cheryl Treadway – Asked about the possibility of more beach lounges for the beach as they are often completed taken early in the day.

Jim asked jay if we have all available out. Jay responded that we do. Jim said the board will discuss purchasing more.

-Unit 231 – Cheryl Treadway – expressed concern that staff is reusing old rags over and over. Jay will remind them to swtich them out much more frequently.

-Unit 231 – Cheryl Treadway – asked if we can supply some Purell stations around the property.

The board agreed that this is a good idea and asked Jay to look into it.

-Unit 212-Elizabeth Pelgro – Asked again about restaurant survey and noted that the question was answered.

Jim responded that surveys are difficult in that they require a lot of man time and we are not aware of a problem that needs to be addressed. Jim explained that if unit owners have suggestions or concerns they should write to jay. This is how we know if something isn’t working out well and needs addressing. He further noted that the restaurant is an area where we aim to please the majority of the people the majority of the time. Again, unit owners are encouraged to communicate with our property manager on issues they’d like addressed.

A motion was made to apporove the actions of the Board between meetings. The motion passed unanimously.

A motion was made to adjourn the meeting. The motion passed unanimously.