

Arbor Management Company, Inc.
One Snow Road
Marshfield, MA 02050
781-837-4300

**SPYGLASS LANDING CONDOMINIUMS
MANAGER'S REPORT**

March 16, 2016

FINANCIAL STATEMENTS:

SNOW REMOVAL:

1. Taylor will completed plow damage repairs and pull snow stakes over the next couple weeks

LANDSCAPING:

1. AJ Tomasi has been contracted for 2016 and 2017 Landscaping services
 - a. Schedule walk around with Tomasi beginning of April

MAINTENANCE ITEMS:

1. Work order to re-attach downspout at 26 Spyglass- completed by Monahans \$178
2. Work order issued to Crack-X for leak at 14 and 28 Spyglass- leak in basements
3. Work order to clean out elbow of gutter and seal 13 Spyglass- completed by Monahans \$80
4. Emergency call from 15 Schooner 3/2 night lost power. Burke Electric and Eversource found on leg of power was out somewhere between transformer and outside meter. Burke replaced entire section with new wire and restored power to unit- \$2,260 (invoice attached; check has not been cut)

NEW BUSINESS:

1. Work for concrete walkways- completed walk around with Don Springhetti and Stacey Monahan following walkways should be completed as first priority:
 - a. 1st Priority list:
 - i. 7 Schooner Way: Step replacement and full walkway: \$4,631 + temporary support of portico cost will be time and materials for carpenter.
 - ii. 6 Schooner Way: 15x9 section of walkway: \$2,500
 - iii. 17 Schooner Way: Entire walkway: \$4,500
 - iv. 6 Spyglass: Entire walkway: \$3,500
 - v. TOTAL Cost 1st priority replacement: \$15,131 + temp support of portico of 7 Schooner
 - b. 2nd Priority List:
 - i. 4 Schooner Way: Grind down un-even section of walkway: will get pricing
 - ii. 10 Schooner Way: Grind down un-even section of walkway: will get pricing
 - iii. 33 Spyglass: Grind down un-even section of walkway: will get pricing
 - iv. 41 Spyglass: Replace front steps: will get pricing cape cod step and temp support of portico

INFORMATIONAL ITEMS:

ROOFS:

SEPTIC:

ANNUAL MEETING: Monday – 9/19/16 – 7pm

POSSIBLE BUDGET ITEMS: