Regular Board Meeting, Friday, Jan. 28, 2011 via teleconference

Present

Herb Cummings-Chairman

George Davagian-Vice Chairman

Alan Burleson-Secretary

Connie Donovan-Treasurer

John Hackett-Trustee

Steve Daily-Trustee

Jim Hilliard-Trustee

Jay Donovan-Manager

Meeting called to order at 9:20am

Minutes of prior meeting were approved

Financials-Treasurer Donovan reported that as of the end of 2010, a surplus of $63,000 was realized with cash on hand of $900,000. The savings came from Property and Liability insurance which was prepaid saving $68,000.  Also, there was a savings of $21,000 from installation of thermostats in the hallways and energy-efficient replacement of lighting in the garages.

Facilities-Manager Donovan.

The pool deck replacement is on hold until a ruling from the State domes down.  With luck, the deck will be "grandfathered" in and a reconfiguration requested by the Town of Harwich will not be needed.  Once the decision is reached, the project will move forward.

The midrise lobby ceilings are being redone by the maintenance staff.  The project may not be completed by the summer.

The elevator floors are being addressed.  The Draper Elevator company was contacted and we are awaiting their recommendations.

Trustee Jim Hilliard had a few suggestions-rearrange the furniture from one lobby to another, giving each lobby a new look and keep the furniture that is in good condition; contact a carpet company and see the feasibility of carpet, making sure of the durability and attractiveness; install wainscoting on the hallway walls.  These ideas are not costly and could enhance the looks of the lobbies.

Whitten Landscaping has signed a three-year contract with a possible fourth year extension-$92,753.50 per year.

There are some landscaping and maintenance projects to be addressed with safety being the main concern; i.e., the walkway at bldg 5.  Other projects will be addressed on a "as needed" basis.  The Manager will prioritize the projects.

ARC forms for the following units were approved-#423,242,134 and TH13.

Some areas of the property need some updating.  The Board will direct the landscaping firm whether to replace or replant these areas.  The Belmont sign at the tennis court and main entrance are being considered.  Upgrading will improve these areas.

As of this date, we do not have a restaurant contract.

Meeting adjourned at 10:05am

Next meeting via telecom Friday, Feb 25, 2011

Respectfully submitted,

Alan Burleson