

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

**SPYGLASS LANDING CONDOMINIUMS
MANAGER'S REPORT**

July 20, 2016

FINANCIAL STATEMENTS:

1. See attached

SNOW REMOVAL:

1. 2016-2017 Proposed contract – see attached

LANDSCAPING:

1. Tomasi has completed spring clean up
 - a. Stacey and Jamie to schedule walk thru with Tomasi to address areas that were missed/ more attention
2. Fallen Pine tree between 18-20 Schooner removed
 - a. Plan for replacement
3. Loam and seed rear of 27-29 Spyglass- completed
4. Removed and replaced plants – 20 Spyglass - completed
5. Per Tomasi “ all the plantings, trees, etc. being planted will be slotted for the end of August, early September due to the dry spell we have had, that is really the best/most appropriate time to plant. Plants/trees are not at reliant upon water as they would be if put in the ground right now.”

MAINTENANCE ITEMS:

1. See work order list attached

OLD ITEMS:

1. Insurance Study with Paul Connolly – not completed
2. Replacement Reserve study with Noblin Associates - in process

NEW BUSINESS:

RESERVE ITEMS 1ST PRIORITY		
UNIT	SCOPE	COST
7 SCHOONER	WALKWAY REPLACE AND STEP REPLACE INCLUDING TEMP SUPPORT OF PORTICO	\$ 4,731.25
17 SCHOONER	REPLACE WALKWAY	\$ 3,850.00
6 SPYGLASS	REPLACE WALKWAY	\$ 3,500.00
6 SCHOONER	REPLACE WALKWAY 15X9 SECTION	\$ 1,800.00
41 SPYGLASS	REPLACE STEP INCLUDING TEMP SUPPORT OF PORTICO	\$ 3,196.87
TOTAL		\$17,078.12 TOTAL COST OF 1ST PRIORTIY RESERVE ITEMS

a. 2nd Priority List:

- i. 1 Spyglass: Grind down un-even section of walkway: sample completed at no charge
 1. Thoughts to be discussed re: doing the others below
- ii. 4 Schooner Way: Grind down un-even section of walkway:
- iii. 10 Schooner Way: Grind down un-even section of walkway:
- iv. 33 Spyglass: Grind down un-even section of walkway:

INFORMATIONAL ITEMS:

FHA CERTIFICATION EXPIRES: 2/3/2017

ROOFS:

WINDOW WASHING: Ted Heaps, done in late June (unit owner arranges) 781-690-0228

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

POSSIBLE BUDGET ITEMS: