**Minutes of Board Meeting**

**October 30, 2009**

Meeting was held via teleconference

Members Present:

Herb Cummings, Chairman

George Davagian, Vice Chairman

Connie Donovan

John Hackett

Jim Hilliard

Alan Burleson

Also present were Doug Crabtree and Jay Donovan

Meeting called to order by Chairman Cummings.

Motion to approve minutes of September 26, 2009, Motion approved.

The Board approved the TH 3 appointment of Alan Burleson to fill the unexpired term of Walter Perry who moved to Brookline, MA with his wife, Helaine.

The 2010 Budget was thoroughly discussed and with a minimum increase; the budget was passed unanimously. This decision was not arrived at in haste and a great deal of time was spent in making this budget fair to all the unit owners.

Jay Donovan reported that much of our winter closing procedures such as the pool, restaurant, cabanas and tennis courts are completed. He reported that Fuller Electric has found programmable thermostats for the hallway, stairwell and lobby heaters and they will hopefully reduce the electric bills.

With respect to trimming and pruning trees and shrubs in the back of Buildings one through four, a contract to start this project has been tentatively given to Whitten Landscaping based upon the receipt of additional bids. Some of this work can be done without going before the Harwich Conservation Commission and other parts will need permitting. The Board will monitor the progress.

Unit 540 submitted an ARC Form to replace carpets and drapes – Approved

Unit 143 submitted and ARC Form to replace windows – Approved

TH 13 submitted and ARC Form for kitchen renovation, other interior improvements and landscaping in the back and front courtyards – Approved.

TH 25 submitted a doctor’s letter to have a dog. The letter must be resubmitted on physician’s letterhead before board takes action on this request.

Jay Donovan reported that the driveways and parking lots seem to be in good shape, Trustee Davagian reminded the Board of the need to complete crack filling to extend the life of the pavement and save the Association from major repairs. Other ongoing work will involve window repairs, painting in the garages and cleaning of the Townhouse gutters.

The date of the next Board meeting is December 18th. No meeting was held in end of November due to the Thanksgiving holiday.

Minutes submitted by Alan Burleson.