

**SOUTH MILL VILLAGE ASSOCIATION, INC**

**EXECUTIVE BOARD MINUTES**

**March 28, 2011**

Attendance: Jack Burke and Jack Foley (both by teleconference), Amy Brodeur, Richard Nicholson, Al Penland (joined meeting at 7:21), and Eric Shafer (APM).

The meeting was called to order at 7:09 PM.

The minutes of the February meeting were approved. (JF/RN (AB abstaining))

No unit owners were in attendance

Manager's report:

1. Deck at Unit 132 partially collapsed;
2. Reviewed the 12/31/2010 Reserve Study prepared by APM; it was agreed that windows needed to be included in the study; further agreed that the final study needs to be shared with unit owners;
3. A discussion re AT&T was deferred;
4. Contracts with General Landscaping have been finalized;
5. Painting contract - John Villanova surveying wood replacement to determine scope of work to prepare an estimate;
6. Street light cleaning was discussed;
7. Ice damming/unit damage - Insurance adjuster to view units; moisture meter used by APM indicated no current presence of moisture;
8. The need for a special assessment was discussed and deferred to the April meeting when more financial information would be available;
9. Plow damage would be reviewed during the first week in April by Eric Shafer;
10. Gutter replacement - need an estimate of cost of replacement;
11. Frost heaves/pavement deterioration would be reviewed by Eric Shafer during the first week in April;

#### Financial Report:

Year to date variance from the budget was discussed; snow removal was \$30,000 over budget so far;

#### Old Business:

Maintenance Standards were discussed; the Board was disinclined to require snow removal from decks (further information on deck integrity was needed); the Standards would need to be reviewed by Counsel;

#### New Business:

The need to provide unit owners with information on the claims process was discussed; a letter was to be drafted and circulated for comment;

There was a discussion re unit owners wanting to hire their own contractors for winter damage of units; need to be advised that association would only pay what insurance carrier allows;

At 8:48 PM the Board went into Executive Session;

At 9:27 the Board reconvened in regular session;

The Board adjourned at 9:28 PM (RN/AP).