

SOUTH MILL VILLAGE ASSOCIATION, INC

EXECUTIVE BOARD MINUTES

April 25, 2011

Attendance: Jack Burke and Jack Foley, Amy Brodeur, Richard Nicholson, Al Penland and Eric Shafer (APM).

The meeting was called to order at 7:01 PM.

The minutes of the March meeting were approved. (AB/RN) In approving the minutes the Board discussed the fact that Paragraph 22.3 of the SMV Declaration indicates that the unit owner is responsible for removal of snow from the unit's deck.

Unit owner Judith Richard (58 SMD) was in attendance. She discussed with the Board her desire to make landscape changes in the rear of her unit. She was advised to submit an application detailing the scope of the proposed changes.

Manager's report:

1. Painting 2011:

All decks will be stained this year at a cost of \$27,290;

Units 39-51, 61-79, 85-105 will be painted at a cost of \$28,108;

All decks (except the decks of the above units) will be stained in May. The remaining decks will be stained at the time the units are painted.

2. Wood replacement:

Prime Touch will be estimating the cost of wood replacement; APM will also be submitting an estimate of wood replacement. The Board will decide on a wood replacement contractor.

3. Snow/Ice Damage Insurance Claim:

Two insurance adjusters have looked at most of the unit damage. Unviewed units are being contacted for inspection.

The Board instructed the Manager to prepare a letter to send to all unit owners submitting claims that would include the following:

Advising them of where the claims/repair process is at the present time;

That the Board has designated a General Contractor to undertake repair of the damaged units;

Give a general time frame as to when the repairs will commence and be completed;

Provide a contact person at APM to address owner's issues;

Explain the extraordinary nature of last winter's snow damage.

At 8:36 PM the Board went into executive session. (JF/JB)

At 9:08 the Board reconvened in regular session.

Upon recommendation of its Manager,- the Board voted to engage F. N. Builders, Inc. as General Contractor, subject to the supervision of the Association's manager, Erik Shafer of APM, to make the necessary repairs to the storm-damaged units and engage subcontractors as appropriate to complete such repairs. The Manager will draft a contract for the engagement of the General Contractor including elaboration of the scope of services. The funding for the General Contractor's services shall be paid from the insurance proceeds. The total cost to the Association shall not exceed the \$5,000 deductible. (RN/JF)

Financial Report:

A full year forecast of Association expenditures indicates that there will be a projected deficit attributable to the severe winter snowfall of \$ 45,414.

The Board voted to levy a special assessment of \$45,414, with each unit's share being \$516, and such amount to be payable ratably over three months with the first payment due as part of the June 2011 condominium fee. (JF/AP). The Manager was directed to prepare a letter to unit owners advising of the special assessment.

New Business:

The Board authorized the request of unit owners Frank and Andrea Russo (17 OSD) to engage General Landscaping to plant two 6' crabapple trees and one 6' cherry tree at such owner's sole expense as per the unit owners' 3-18-2011 proposal. (RN/AB; Foley abstaining).

The Board deferred the issue of replacing trees on the North side of Overshot Dr.

The Board reviewed asphalt deterioration as a result of winter storm damage. The manager was asked to cost out the 5-6 most critical areas.

The Board adjourned at 10:12 PM (RN/AP)