



## OLDE CANAL VILLAGE BOARD OF TRUSTEES

Minutes of Thursday, October 12, 2017

Members present: Peter Garvey, Jim Hayden, Roger Lange, Don Godeke, Bill Williams

1. OPENING: Peter called the meeting to order at 9:00 am.
2. ATTENDANCE: All Trustees were present. The date and time of the meeting was changed to allow all of the Trustees to attend. Visitor/Resident Ray Jolie of #33 NVD was also welcomed.
3. FINANCIAL:
  - 3A. The bills were reviewed and explained when clarification was needed.
  - 3B. The budget was reviewed, expenses discussed, and late payments explained.
  - 3C. The Reserve Fund has a balance of \$137,126.00 and the checking account has a positive balance.
4. TRUSTEE: COMMUNICATION FORMS/OPEN/PROBLEMS/INCOMPLETE:
  - 4A. The resident at #19 NVD reported a leak above a window. This will be addressed along with any wall damage issues related to the leak.
  - 4B. Chairman Peter Garvey will test various gutter guards on his unit at his expense to see how well they function before any recommendations are made to residents for use on their condos.
5. UNFINISHED BUSINESS:
  - 5A. Emergency lockboxes: Peter reported that emergency lockboxes have been installed by Dave Doppler on all of the resident condos. A letter will be written by Chairman Peter Garvey and sent to all Village residents. The letter will include information about lockbox use and the option for residents to use the lockbox to hold their unit key so the EMS/Fire Department can quickly enter their condo in case of an emergency. Residents may also decline to use the lockbox.
  - 5B. Deck staining: Roger reported that unit deck power washing and staining was completed by Dave Doppler as of October 1. Fifty gallons of deck stain were used.
  - 5C. Proposed changes to the Resident Handbook: Julie Villani is updating the new Resident Handbook, which will be completed this month.
  - 5D. Fire alarm testing: Don Godeke reported that all Testing Packets had been given to the Building Coordinators as of Friday, October 6. The packets include the updated requirements; all completed packets should be returned to Don before the 1<sup>st</sup> of November.
6. NEW BUSINESS:
  - 6A. Landscape issues: Roger reported on lawn repairs that were completed. Jim reported on two water leaks fixed on Nature View Drive; the new contractor was Steve Coya. Romeo will repair the lawn area at one of the fixed leaks.

- 6B. Condo fee analysis: The condo fee will increase based on beneficial interest \$15.00 - \$17.00 per month beginning in 2018. This fee increase will be held for three years barring any major cost occurrence. The increase was approved by the Trustees.
- 6C. Budget preparation for 2018: The Trustees continue working on the 2018 budget and will have it to present at the December Homeowners' Meeting.
- 6D. Roofing preparation for 2018: Superior Roofing has given the Trustees quotes for the costs of the three roofing styles/sizes of the A, B, and C condo units. The Trustees will develop a plan to phase in the roof replacements beginning in 2018 or one also done this year.
- 6E. Roofing repairs: Jim Hayden reported on some minor shingle replacement done this past month.
7. GOOD Of THE ASSOCIATION: The Trustees thank Dick and Gail Earle for the donation of a bench placed in the Orphan Garden. Dave Doppler is also thanked for the excellent job of washing and staining the Village condo decks. Resident Romeo Berthiaume is thanked too for very thorough shrub trimming in the Village this summer.

The meeting was adjourned at 11:00 am. Our next meeting is scheduled for Wednesday, November 8, at 9:00 am.

Respectfully submitted by Don Godeke, Secretary