



OLDE CANAL VILLAGE BOARD OF TRUSTEES  
*HOMEOWNERS MEETING*  
Minutes of Tuesday, December 11, 2018

Present: Board: Roger Lange, Jim Hayden, Don Godeke, Bill Williams; Peter Garvey was absent to attend an out-of-state family funeral.  
Homeowners: 35 residents were present.

1. Opening: In the chairman's absence and on behalf of the Board of Trustees, Roger welcomed all to our semi-annual December Homeowners Meeting. Since no new owners were present, no introductions were required. Roger then thanked the ladies who prepared the goodies served.
  - a. Roger was pleased to report that as we come to the end of our fiscal year the finances of OCV Trust are solid. We did have some unforecastable unavoidable expenses this year, but no increase in condo fees is required for 2019 and hopefully not for 2020 as well. Our treasurer will give a more detailed financial report.
  - b. We own a debt of gratitude to those who have served before us a Trustees and set the course to get us where we are today. Roger acknowledged those in attendance: Andy Habe, Tom Fermi, Marianne Williams, and Romeo Berthiaume. He thanked them for their service.
  - c. The current Board works as a team with individual responsibilities, but helps each other when needed. They continually look for improvements and try to cut costs where they can. They also try to respond to owner needs on TCFs in a timely manner. Chairman Peter has expressed that he is pleased to be a member working with other Trustees, each getting one vote.
  - d. We also recognize those owners who do continual behind the scenes work to make our condo association better, acknowledging one or two each month in our minutes under the "Good of the Association." Thank you to all of them.
  - e. Roger also made a brief report on behalf of Peter on the irrigation this past summer. Due to a miscommunication the contractor came to OCV to start up the sprinklers in April when JoAnn and Peter were away. Since the sprinklers were then not turned on until May, we soon realized one complete loop was not running. The contractor came back in June and fixed the problem at no cost. Peter plans to be here this April and will monitor the system better.
2. Finances:
  - a. Bill Williams reported that the 2018 annual income is \$215,088 and is forecasted to remain the same for the 2019 and 2020 budgets; no increase in condo fees is planned. As noted in the 2017 member meeting minutes, in addition to the \$215,088 we transferred \$20,000 from our Cash Reserves for building roofs and to reseal roads and driveways; that work was completed with

checking account funds and a reserve cash transfer of \$10,000 in April, \$5,000 in May, and \$5,000 in July. This enabled us to complete one building roof plus the resealing which is done at five-year intervals.

b. Starting in July water leaks on NVD began to occur. Seven broke through and were located and repaired by Caya Construction Company. These costs required unplanned additional funds from the reserve transferred to our main account. Bill also could not desposit \$2,960 for September and November to reserves, but will be able to deposit \$2,960 for December. In conclusion, the OCV Cash Reserves account will end the current year with a positive balance of about \$140,000. The almost \$140,000 is about 8 months of condo fees if all that income was lost. That more than exceeds any requirements we are aware of.

c. Contract items (landscaping, trash removal, insurance, etc.)	\$ 114,405	53 %
Utilities (electric, gas, water and sewer)	\$ 8,630	4 %
Financial (reserve account, accounting, management, taxes)	\$ 53,680	25 %

The above items are fixed by contract or mandated by our Articles of Trust/Master Deed, leaving 18%, \$38,716, for OCV maintenance, waterline repair, equipment, supplies, handyman, etc. We will again add \$20,000 from reserves for roofing.

d. Our checking account has maintained a positive balance. Early deposits of condo fees enable the board to monitor incoming bills and manage payments. 50% of our residents use direct deposit to our checking account. The Trustees installed a mailslot located on the side entrance to the Clubhouse. Place checks in an envelope without a stamp. Envelopes and address labels are located on a table by the front door of the Clubhouse. Additional envelopes and labels are available upon request: Treasurer William Williams - 508-278-6187, 28 Nature View Drive.

3. Maintenance: Roger Lange reported that Dave Doppler completed all of the Village trim painting this past summer. He also weed-whacked the retention pond a few times throughout the summer. Dave installed gutter guards in the major problem areas; the Trustees had J.R. Dowding install gutter guards on units that Dave was not able to reach. Our goal is to eventually install gutter guards in all critical unit gutters. Dave also winterized the maintenance cart and cleaned and rearranged the maintenance shed. In April of 2019 we plan to have Dave power wash all units' siding and also power wash decks to prevent mildew. If time permits he will start the project of filling gaps between the garage apron and driveway, etc.

4. Contracts: Jim Hayden reported on our Village contractors:

a. Snow removal and salting of the streets, driveways, sidewalks, and steps is done by J.R. Dowding, whose contract extends for one more year. This year more snow sticks will be inserted between driveways. They will salt if needed for under 2" of snow and will also salt anytime they plow. A barrel near the clubhouse is filled with a salt/sand mixture and is available to residents if they wish to use it. Lawn damage is repaired the following spring by the same company.

b. Waste Management Company, who picks up recycling and trash, has held their price for two or three years at \$935/month. They replace bins for all residents as needed. Their pick-up schedule for holidays is in our phone book. They also try to notify us if pick-up is a day later due to breakdowns or storms.

- c. Superior Roofing has repaired and replaced roofs and trim and we plan to have them complete another roof next year. These repairs have stopped leaks and helped with roof raking, etc.
  - d. Seven waterline leaks were repaired conscientiously by the Steve Caya Construction Company this year, using proper permits and at a good price.
5. Smoke Alarms, Outdoor Garage Lights, Landscaping, and Minutes: Don Godeke reported.
- a. Smoke alarm testing in the Village was completed by early December. Replacement smoke alarms are available from Don for a cost of \$25.00, or \$35.00 for garage units. Help installing them, if needed, will also be arranged by Don.
  - b. Residents' outside garage lightbulbs are replaced by Don as he checks them on weekly basis. If the outside garage sensors fail, Dave Doppler replaces them with a new sensor. If Don observes an outside garage light staying on during the daylight, he reports it to Dave Doppler who will replace the sensor with an LED-compatible one. We will also be getting LED lightbulbs with those sensors for the outside garage lights as they last much longer than the current bulbs.
  - c. Village Green completed the fall lawn cleanup of the Village this past week. Some areas of concern are being addressed with the company and we trust they will be resolved. Romeo did a very thorough job of trimming the shrubs of the Village again this summer. We are very appreciative of his work and hope he will continue to do so in the Village in future years.
  - d. As the Trustee secretary Don also writes and sends out the minutes each month to Bill Oncay, who is able to forward them to the Village residents who have online access. Don also prints hard copies of the minutes for the almost 20 residents who do not have computer access. Residents Sylvia Habe and Bonnie Trombert deliver minutes on alternate months to NVD; Don delivers them to the OCW residents.
6. Tom Fermi presented an Article of Trust amendment proposal:
- a. Tom explained the purpose of the amendment is to change the language of Art. III, section 3.5, Compensation of Trustees. At present it gives the Trustees sole power to establish their compensation. At the December 2017 Homeowners Meeting, after holding the condo fees the same for the previous three years, the Board announced a \$15.00 increase (\$5.00 of which was for property management compensation to Board members which had remained at \$10.00 for almost ten years). No one present at that meeting asked any questions or raised any objection. However, at the June 2018 Homeowners Meeting some residents were upset they did not get a chance to vote on the property management increase as was done in 2008 when it was initially proposed and voted on. A subsequent discussion (detailed in the June Homeowners Meeting minutes) details the validity of the action of the Board in 2017. The 2008 procedure was the decision of that 2008 Board and set a precedent in some residents' minds that the 2008 procedure was the only way to increase Trustee Compensation. Such is not the case as shown by the 2017 Board. Neither Board violated the article of Trust in any event.
  - b. Chairman Peter pointed out that any resident can propose an amendment to any OCV Condo Trust legal document and depending on percentage voting requirement such amendment can be approved and become binding.

- c. On Nov. 28, 2018 Tom chaired a meeting with 12 residents to address future Trustee compensation increases and come up with an amendment to allow residents a vote on same. The residents in attendance were a good cross-section, some new (less than 3 years), some long term (12 or more years) and some former Trustees with property management experience. They unanimously came up with an amendment.
  - d. The proposed amendment to Art. III, section 3.5 is as follows:  
Add: "Trustees, serving as Property Managers, cannot grant themselves an increase to their compensation without the expressed approval of a majority vote (defined as more than 50%) of the unit owners for their beneficial interest. Any such request must include the monetary amount requested as well as its impact on the individual homeowner association fee."
7. Closing: After a time of questions and answers, Roger adjourned the meeting and thanked all for coming and wished everyone a Merry Christmas and Happy New Year. He welcomed all to holiday refreshments provided for the evening.

Respectfully submitted by Don Godeke, Secretary