



OLDE CANAL VILLAGE BOARD OF TRUSTEES  
*HOMEOWNERS MEETING*  
Minutes of Tuesday, December 12, 2017

Present: Board: Peter Garvey, Roger Lange, Jim Hayden, Don Godeke (Bill Williams absent; he was ill)  
Homeowners: 27 residents

1. Opening: Chairman Peter Garvey welcomed the homeowners; new residents introduced themselves and were welcomed. Peter noted that the Trustees are working well together. He thanked the residents who had sent cards for his wife and food to him while she was hospitalized; she is home and doing well. He also mentioned that a former trustee, Marianne Williams, was recovering well after her surgery.
2. State of the trust: Peter reported the trust is in sound financial condition. He announced the \$15.00+ condo fee increase will go into effect in January 2018 and be held for three years. Written notice will go to all residents this month. Details will be discussed under finances.
3. Finances: Peter reviewed the report sent by Treasurer Bill Williams: The OCV Condo Association Trust is in sound financial condition. The 2017 annual income was \$201,996 solely from the monthly condo fees. With the condo fee increase the income for 2018 will be \$215,088 and hopefully remain the same for 2019 and 2020. The new fee increase will be split, adding \$5.00 to the management fee making it \$15; \$4 to the reserve for an annual total of \$35,500, up from \$32,000; and the remaining \$6-8 will be for operating expenses. A breakdown of budgeted expenses follows:

3A. Contract Items (landscaping, trash removal, snow plowing, insurance, etc.)	\$117,000	54%
Utilities (electric, gas, water & sewer, irrigation water)	\$ 8,000	4%
Financial (reserve account, accounting, management, taxes)	<u>\$ 55,000</u>	<u>25%</u>
Subtotal	\$180,000	83%

The above items are fixed by contract, by-law or other obligation and once finalized are beyond our control. The Trustees have successfully negotiated some contracts for two-year periods. This helps keep our costs reasonable and allows us to hold the line on condo fees for the coming years.
- 3B. The balance of \$35,000, 17% of the \$215,000 total income, is for maintenance and resources for roads, buildings, water line repair, equipment/supplies, handyman, etc. This is the hardest part to forecast since water line leaks and roof repairs are costly and unpredictable. To date we transferred 6.5% extra from the reserve to cover the aforementioned leaks and repairs in 2015 and 2016. That is the purpose of the reserve. In 2017 we deferred transfers to the reserve for

two months (3%) to maintain a positive balance in the checking account. We postponed resealing the surfaces of the roads, sidewalks, and driveways to 2018. We plan to transfer \$20,000 from the reserve to do that and some roofs. That will increase our maintenance and resource budget to \$57,500.

3C. The reserve account continues to grow and as of the end of November stands at \$137,000. Adding \$35,500 in and transferring \$20,000 out next year should still leave over \$150,000 at year end.

4. Maintenance: Trustee Roger Lange reported on maintenance, much of which is done by Dave Doppler, our handyman. Dave completed all decks using less stain than was planned, saving us \$200.00. Dave weedwhacked the retention pond a few times during the summer. He also made repairs on siding and bulkheads. He winterized the maintenance cart and cleaned and rearranged the maintenance shed at the end of the fall season. During the winter Dave will clean the 29 unit dryer vents that yet remain so they do not become a safety issue. Future plans are to paint condo white trim and the wood strip under the deck sliding doors that some units have in April 2018, and in August 2018 to seal the roadways, driveways, and sidewalks. All residents will be given explicit directions on how this will be done prior to the events. The cracks were sealed this past summer. If any resident sees unsealed cracks at or near their unit, they should report it to Roger so they can be sealed.
5. Contracts: Trustee Jim Hayden reported about those who are contracted to do work and do repairs in the Village: Waste Management Company has done a fine job and has held a contract for four years to pick up recycling and trash; due to the use of newer trucks residents are asked to place the two bins one foot apart rather than immediately next to each other as in the past. Superior Roofing does the siding repair/replacement as needed and also roofing. Our plan is to redo one building roof each year until all have been reshingled. Snow removal and salting of the streets, driveways, sidewalks, and steps is done by the J.R. Dowding Company. A barrel near the clubhouse is filled with a salt/sand mixture and is available to residents if they wish to use it. Some lawn damage is inevitable with snow plowing, and that is repaired the following spring by the same company. This coming spring the owner of J.R. Dowding is planning to try a Hydro Seeding Machine he has developed for that purpose at no cost to OCV. Jim also reported on the water line leaks which were repaired by the Steve Kya Construction Company who did an excellent job, using proper permits and at a lower fee. We will continue to use him as needed. Peter earlier had explained that the NVD irrigation controller, which was 17 years old, was replaced, and we now have a map of the sprinkler heads on NVD; OCW will be mapped in the spring of 2018. Jim then answered some questions that were related to his report.
6. Landscaping, smoke alarms, directory, and fall clean-up: Trustee Don Godeke reported that the smoke alarm testing was completed in November with the exception of one unit whose owner was ill, and it is expected that unit will be tested soon. Some units needed alarm replacements and those are working well. All residents also should check their own CO alarms on a regular basis. A revised 2018 directory is being completed by Bill Oncay and will hopefully be available by the end of this

month. Village Green will continue with our lawn care again next year after the trustees meet with the owner in April to review our requests about the work to be completed. The fall landscape cleaning was successful with a final mowing and two leaf blowing removals. Rip-rap was installed earlier in the year behind buildings 10 and 15 to prevent erosion; we will continue to observe this work to ensure it is doing what was desired. Outside garage lightbulbs are required for security and are replaced by Don as needed as part of our budget. The ornamental pear trees were pruned this late fall by Bob Garrigan Treework Company over a period of three days by two of his workers. Don and a former trustee, Romeo Berthiaume, checked the pruning before the company was paid. Romeo and his brother did a very thorough trimming of shrubs in the Village in the late summer and early fall. We are thankful for their work and that they plan to do so again next year. Don also, as secretary, sends monthly minutes to Bill Oncay who sends them to our residents who have online access. Hard copies are given to 18 Village residents who do not use computers. Residents Sylvia Habe and Bonnie Trombert deliver hard copies to those residents of NVD and Don does to the OCW residents.

7. Closing: After a time of questions and answers, Chairman Peter thanked all for coming and wished everyone a Merry Christmas and Happy New Year. He welcomed all to holiday refreshments provided for the evening.
8. Gratitude: Peter thanks Judy Lange and Sylvia Habe for organizing the refreshments served and apologizes for forgetting to publicly acknowledge their efforts at the meeting.

Respectfully submitted by Don Godeke, Secretary