

**OLDE CANAL VILLAGE CONDO TRUST**  
**MINUTES OF CONDO TRUSTEE BOARD MEETING**  
**April 15, 2015**

The meeting was opened by Andy Habe at 9:50 A.M..

Members of the board present: Andy Habe, Roger Lange, Romeo Berthiaume, Marianne Williams, Jim Hayden

Non-board members present: Tom Fermi, Pete Garvey

Prior to the official meeting, Tom Fermi gave a report on his findings regarding the gas vent signs that are to be put up on each condo indicating the location of the vent as required by law. There are several different kinds of signs, a white, polypropane one and the other a yellow, aluminum one. The discussion centered on the appearance and viability of the painted lettering on either of the samples. The polypropane sign with 4 drilled holes would cost \$3.92, while the aluminum one would be \$4.32. Roger said he would call Diversified Signs to get a price on both items. Andy thanked Tom for the investigative work he did on these signs.

Peter then gave his report on MassSaves. There is a reimbursement of 75% on the cost of whatever work NGrid does in the condos whose owners would be interested in having MGrid come in to improve the lighting/and/ or insulation in their home. In order for NGrid to be involved, a representative would come and evaluate the complex to determine if we are eligible for this program. In order for it to be successful, as many owners as possible would have to apply for the improvement program. Andy thanked Pete for bringing this to the attention of the board and for the work he did in researching it.

The regular meeting convened:

1. The March bill payment report was approved. This past month, the bill payments rose to \$31,943.80. This was due to payments for additional snow removal (\$3500) and snow removal from the roofs (\$10,800).

2. There were no TCF to be discussed.

3.a. Roger has a list of repairs to gutters and siding replacements due to damage from winter ice and icicles. He will have Dave begin work on these damages.

MassSaves will come and give information regarding insulation that should prevent the formation of ice dams. Although Peter Garvey took the initiative to bring this to the board, NGrid will deal only with a board member. Andy asked Marianne to be liaison for this project.

b. New drive at shed- tabled until May

c. J.R. Dowding- Andy recommended the board review this contract each year. Jim will call Dowding regarding having Dave do the fix-up work so the landscapers can do the clean up to ready the property for the summer mowing.

d. A map will be prepared for Dowding for next winter which will show the location of the fire hydrants and the drains so the plowman can be sure to clear these areas of all snow.

e. CAU inspection- Marianne reported that the CAU inspector visited two condos to check for smoke alarms, CO detectors, and proper furnace installations. The Whitehouses' volunteered to allow the inspector to visit their condo and the board would like to thank them for their generosity. He also took note of the fire extinguisher in Marianne's garage and asked if all had an extinguisher. Marianne, therefore, recommended that the board encourage all condo owners to have an extinguisher close to the kitchen area. A perfect spot would be on the wall just outside the kitchen door to the garage.

f. Peter will help with Team Blue.

4. a.. Andy would like all to consider helping with snow removal for those unable to shovel.

b. The board will continue to review the operations teams.

c. Comments- Marianne reported that the printer is running out of ink very fast or else there is a problem with it. Romeo agreed to stay and help her investigate the problem.

Romeo will be in charge of the election this year. Because Andy is stepping down, we need volunteers to run for the office of trustee. The board suggested that those thinking about running should understand they are running for trustee and not for any position on the board. The trustee position vacated by Andy is the only one open for election this year as the trustees are elected on a three year cycle. The terms of Marianne and Roger will be up in 2016 and Romeo and Jim will be up in 2017. All residents who own the home they are living in and are not in arrears in their condo fees are eligible to run. Please consider running. Romeo will distribute a flyer with instructions for applying.

5. Ed Machacz, Peter Garvey, and Julie Villani have volunteered to help when needed. Other volunteers are needed.

Meeting adjourned at 11:30 A.M.

Respectfully submitted by Marianne Williams