

## **MINUTES OF THE MEETING OF THE OLDE CANAL VILLAGE BOARD OF TRUSTEES , THURSDAY, JULY 14, 2016**

**Members present: Roger Lange, Jim Hayden, Peter Garvey, Don Godeke, Romeo Berthiaume**

The meeting was called to order at 9:02 by Chairman Roger Lange.

The Board held its annual re-organization. Roger Lange was re-elected Chair; Jim Hayden was elected Vice Chair; Peter Garvey was elected Treasurer; Don Godeke was elected Secretary.

The Budget was reviewed and Peter reported a positive balance in the checkbook. With Board approval, Peter also introduced some minor changes in the method that bills would be paid.

It was reported that the final balance owed to Whitinsville Water for work done in the spring at 11 Nature View Drive has not yet been paid because of continuing concerns by the Board about the finish work. Jim will contact the contractor so the dispute can be resolved.

Peter reported that four unit owners were in arrears on their condo fees. Each of the owners will be notified.

The Board directed Jim to contact Superior Roofing for an estimate on spraying the roofs for mildew. This process can help to extend the life of the roofs.

Construction of the driveway to the shed is scheduled to be done this month. Jim will contact J.R. Dowding, the contractor, to establish a definitive date for the work to be done.

While our Reserve Fund is relatively healthy, Peter is in the process of conducting a Reserve Study to assure that the Trust will be in sound financial shape for the future replacement of roofs, maintenance of roads, water leaks, and other emergencies that may arise. The last study was conducted in 2003.

It was suggested by Romeo that the Board investigate the cost of replacing the concrete curbstones on Warsaw Street. The curbing is deteriorating rapidly and could cause damage to the sidewalk and to the roadway. Three possible solutions will be looked into: (1) granite curbstones, (2) asphalt berms, or (3) replacing damaged curbstones with new concrete curbstones.

Various Trustee Communication Forms were read and all the requests are being tended to.

The Board expressed its sympathy to the families of Jack Lewis and Carol Crotty upon their recent passing. Both Jack and Carol were longtime residents of O.C.V.

It was reported that most residents have received their bills from Mass Saves for last winter's insulation project. Most units that were insulated did not have proper bathroom ventilation to the outside. Since the building code requires outside venting, all units involved were properly vented at an additional cost to the unit owner (approximate cost: \$115. per vent).

The various Teams were re-organized. Don Godeke was assigned to head the Green Team (Roger Lange will work closely with Don so that he can familiarize himself with the duties). Peter will head the Purple Team (formerly called the Violet Team). Jim Hayden once again will chair the Blue Team and Romeo Berthiaume heads the Red Team. Each team is responsible for specific duties involved with property management. Volunteers assist each Trustee.

Roger is in the process of updating the Blue Folder which contains emergency information for each of our residents.

The Board expressed its appreciation to the following residents for volunteering their time and efforts to Olde Canal Village:

Julie Villani who has volunteered to organize and manage the O.C.V. "Welcome Manual" which is distributed to new owners as they move into our complex.

Bonnie Trombert who always welcomes our new residents with a bouquet of flowers

Tom Fermi, the veteran former Trustee, has spent countless hours assisting the Board with our rapidly aging irrigation system.

It has been brought to the attention of the Board that there could be as many as 5 people living in one of our units. The by-laws limit the number to 3 persons (all of whom must be over 55). Roger will be investigating. It has also been brought to the attention of the Board that a unit owner's child might be living with his/her parents at Olde Canal Village. Peter will investigate.

Several residents have expressed concern to the Board that someone is parking regularly in the clubhouse parking lot. Parking is not allowed at the clubhouse unless they are attending a function in the clubhouse or there is an overflow of vehicles due to special circumstances. Special permission to park in the lot overnight must be granted by the Board.

The Board voted unanimously to give Dave Doppler a \$100. Bonus for the 2<sup>nd</sup> quarter (April-June) of 2016.

The Board voted unanimously to give Romeo up to \$400. to enable him to hire a professional to assist him with the pruning, trimming and weeding project.

The meeting was adjourned at 11:05.

Respectfully submitted,

Romeo Berthiaume, Acting Secretary