

OLDE CANAL VILLAGE CONDO TRUST
MINUTES OF CONDO TRUSTEE BOARD MEETING
July 2, 2015

The meeting was opened by Roger Lange at 9:30 A.M..

Members of the board present: Peter Garvey, Roger Lange, Romeo Berthiaume, Marianne Williams, Jim Hayden

1. The returning board members welcomed Pete Garvey to the opening meeting of the new session. Romeo made a motion to nominate Roger Lange as chairman of the Board of Trustees. Marianne seconded the motion and the vote was unanimous in favor of this motion.

Roger made a motion to elect Marianne Williams as Vice-chair and the motion was seconded and the vote was unanimous in favor of the motion. Marianne agreed to continue as treasurer. Pete Garvey agreed to take the minutes of the meetings. He will begin this duty in August.

2. A resident reminded the board of the new mulch law passed in 2012. This law regulates the amount of mulch that can be around combustible areas of buildings, such as wood or vinyl but not brick or concrete. The mulch must be 18" from combustible materials. According to the **Board of Fire Prevention**, this mulch must not be "within 18" measured horizontally, diagonally, or vertically of any combustible building exterior finish." According to the paper put out by the **Executive Office of Public Safety and Security**, "residential buildings with six units or less are exempted from this regulation." However, because the board is always concerned with the safety of the residents, a vote to remove mulch the required 18" was taken and passed. Romeo has agreed to begin moving the mulch 18" from the concrete walls when he finds it as he trims the shrubs. He will begin with the buildings having six units, and he will continue next year with the other buildings. We are trying to comply with the law although the law is a controversial one as it disregards some buildings. Residents are being asked to help by raking any mulch that is around their deck or walls where the mulch is close (within 18") to any flammable material. Another help would be to place containers filled with sand for discarding cigarette butts on their deck or in a nearby area rather than discarding them in the mulch as it was a cigarette butt that caused a serious fire in Foxborough, MA in 2014. The board discussed this matter several years ago, and because of the 6 unit exemption, no action was taken at that time.

3. The bill pay report, and the cash flow and Balance Sheets were reviewed and approved. As of July 30, 2015, the reserve fund has a balance of \$84,113.

4. There are no open communication forms.

5. Roger inspected the garage that was damaged last fall and reported that it has been repaired to satisfaction of the board.

6. Jim Hayden reported that superior Roofing examined his roof and found that there was no need for repair at this time. Jim will contact Superior Roofing to examine the back roofs to Building #3.

7. Romeo reported the excellent conditions of the lawn and the positive concern Village Green has for the condition of the complex. He has started trimming the shrubs and asked that anyone needing his help with shrub trimming to please fill out a communication form that can be found on the website, OurOCV.org.

8. The gas vent signs will be discussed in the fall. Peter has agreed to look into this. Tom Fermi has given the board some material on it.

9. Roger will check with J.R. Dowding regarding the installation of the drive for the shed. The board revisited the need for the drive and agreed it was necessary for the completion of the shed. It is difficult for someone to carry material and equipment from the shed to the road where any worker would have to park his car without a drive. Constant driving on the grass would destroy the grass and it would take away from the beauty of the complex if we had a rutted area from the road to the shed. Another concern was the snow plow that is parked near the shed all winter, and the probability that its tires can create ruts in the ground. This new drive will also provide additional parking for those residents who have large gatherings in the clubhouse. The board determined it is not considered a capital expense because both the shed and the drive are necessary for the maintenance of the complex.

10. Roger reported that 6 buildings have been washed thus far. Dave will continue to wash building as well as complete the other jobs assigned to him.

11. The board reviewed the assignment schedule for the trustee teams. Pete will work with Marianne and Jim in various areas.

Comments: Marianne reported that the toner in the office printer is out again, although she changed it only two months ago. She will check the status of the toner more frequently to determine if there is a problem with the printer. An auditor will be checking the records of Olde Canal Village on site on July 15 for the workers compensation policy we hold with Travelers. Peter agreed to sit in on the meeting.

The meeting adjourned at 11:45 A.M.

Respectfully submitted by Marianne Williams

