



## OLDE CANAL VILLAGE BOARD OF TRUSTEES Minutes of Thursday, September 8, 2016

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

Prior to the regular meeting the Trustees met with Marianne Williams to review the content of the Emergency Information Form which will be updated for current input from all of the Village residents. Some suggestions and additions to the form were made, which will be incorporated into the new forms. After a final review, the new forms will be handed out to the residents by the building coordinators, with testing of all the condo smoke alarms for completion by November 1. Marianne was thanked for her willingness to update the contents of the Emergency Information Forms.

1. Opening: The regular meeting was called to order at 10:00 a.m. by Chairman Roger Lange.
2. Bill pay review: The bills for August were reviewed and approved as paid. Peter also reported that he is following up on a couple of discrepancies with condo fees. The Reserve Fund has a total of \$101,900.00.
3. Communication forms: 60 NVD reported two broken screens on front windows. This is a unit owner's responsibility. We will refer Dave Doppler to give an estimate to take care of the problem. 49 NVD reported damage to the bottom step of their deck. Dave will also be given this to repair.
4. Maintenance: Don gave a printed report of maintenance work primarily done and scheduled since the last meeting. Items include: spray bees or hornets and remove the nest at 44 NVD, done by Romeo and Dave; replace front step at 28 OCW and repair gap in the front door platform at 33 OCW, done by Dave; update peak siding replacement of fallen piece at 36 OCW, to be done by Superior Roofing in September; repair screen door frame damage at 3 OCW, to be done by Dave in September; replace corner molding at 5 NVD and interior crack in basement wall at 33 NVD, to be done in the fall; and remove the dead branches behind a condo at NVD, to be completed by Romeo and Dave in early September.
5. Landscaping, watering, and trimming: Romeo will complete the shrub trimming by the end of September. Romeo also reported that at our November meeting with the landscaping company, we will request that all mowing of the lawns during July and August of 2017 be done every other

week due to the usual slow growth of grass during those months. At that meeting we could also open the snow plowing bid to that company as they have indicated an interest in doing so.

6. Driveway to shed: The question was raised as to when the new driveway to the shed would be edged as it has not yet been done. Jim volunteered to contact JR to have them complete this edging job during the month of September.
7. Fire damage at 58 NVD: Jim reported the window that needs replacement has been ordered. The siding repair and the one deck post replacement should be done by October. The payment by the homeowner's insurance has been completed.
8. Update of new resident info, phone #, e-mail address: Pete reported he has the names and phone numbers of units 5, 25, 31, and 33 OCW and will have the information of unit 36 OCW soon. He will compose a letter for the new condo owners regarding the monthly fee payment options to be given by the realtors at the unit sale closing.
9. Water leak at # 47 NVD: Romeo reported that a leak in front of his condo was not in the main line of the street but in the supply line going up into the condo. It was repaired. The leak was due to a cut in the line from the rubbing of a sharp rock edge against the line. The work was done by the Whitinsville Water Company.
10. Blacktop repair at 11 NVD: A surface hot-patch should work and we are looking into which company will do this work.
11. Trustee comments:
  - Pete read a card to the Trustees from Marianne expressing her appreciation to the Trustees for their years of work with her as a fellow trustee prior to her retirement.
  - Roger commented that our Financial Secretary has been late with her reports. Pete will address this with her.
  - Based on email concerns of residents and Trustees regarding the sending of the monthly Trustee minutes, Roger Lange agreed to discuss the matter with Bill Oncay, who had sent a message to Roger about a different way of sending the Trustee minutes.
12. Adjournment was at 11:20 a.m.

Respectfully submitted by Don Godeke, Secretary