

SHAKER LANDING CONDO ASSOCIATION
BOARD MEETING 6/18/12

ATTENDEES:

MARY JO MULLIGAN-KEHOE
PENNY EDWARDS
SCOTT GILMORE
RAY STANFORD
KEVIN ALBERT
ROB DAVIDSON

CALLED TO ORDER: 7:03 PM

1 SLCA MEMBER PRESENT:

GARY BEST : TO TALK ABOUT FUTURE FINANCIAL GOALS/LONG RANGE PLANS

DISCUSSION:

1. LIGHTING:

- BRING UP TO DATE
- INCREASE HEIGHT OF LIGHTS IN SOME AREAS
- BETTER LIGHTING FOR SAFETY
- NEED TO HAVE A COMMON THEME OR DESIGN

NOTE: MOSELEY WORKING ON LIGHTING PROPOSAL WITH NATIONAL GRID -
HOPE TO PRESENT AT ANNUAL MEETING

2. LANDSCAPE:

- OVERALL PLAN FOR PROPERTY TO IMPROVE CURB APPEAL, NOT JUST TREES
- DRAINAGE, RUN OFF AND EROSION CONTROL
- MANAGING NEW GROWTH
- EDGING
- LEAF REMOVAL, GIVING AREAS MORE DEFINITION
- WALK WAY DEFINITION
- WEED CONTROL THROUGH OUT PROPERTY

WALK WAYS:

- CONTROL EROSION
- WEED CONTROL
- CONSISTENT WIDTH
- EDGING (DISCUSSED OPTIONS)
- MATERIALS FOR WALK WAYS (DISCUSSED OPTIONS)

EROSION:

- NEED TO DEVELOP A DRAINAGE PLAN

-DISCUSSED AREAS OF CONCERN

-RETAINING WALLS ERODING, NEED LONG TERM PLAN TO REENFORCE, PREVENT FURTHER EROSION

3. PAINTING SCHEDULE: TO CONTINUE

-GOAL: TO ESTABLISH A LIST OF WHAT IS TO BE DONE TO EACH BLDG WHEN IT IS PAINTED (LOWER BLDG'S AND UPPER BLDG'S - EACH HAS ITS OWN NEEDS)

DISCUSSION:

-NEW VENT BOOTS

- GRATES ON DECKS NEAR SLIDING GLASS DOORS (LOWER BLDG'S)

-REPLACEMENT OF STEPS (ARTIFICIAL WOOD - LASTS LONGER, MAINTAINS COLOR)

4. DUMPSTER AREA:

-MAKE MORE ATTRACTIVE

-MAKE MORE SECURE, HELP PREVENT ILLEGAL USE

5. FUNDING: DISCUSSED OPTIONS

-ONE POSSIBLE OPTION: MONEY CURRENTLY GOING TO LONG TERM RESERVE, SPLIT IN HALF (HALF TO LONG TERM RESERVE / HALF TO BLDG MAINTENANCE)

6. LOWER BLDG'S MAY NEED ROOFS CONVERTED TO COLD ROOF'S: NOT TO BE PART OF LONG TERM PLANNING, HAS NOT BEEN EVALUATED THOROUGHLY OR DISCUSSED SUFFICIENTLY . BOARD TO DISCUSS FURTHER.

I. APPROVAL OF MINUTES:

ROB MADE A MOTION TO APPROVE THE 5/21/12 MEETING MINUTES AS WRITTEN, SECONDED BY MARY JO, ALL IN FAVOR, NO OPPOSED, SO MOVED.

II. FINANCIALS:

A. MID MONTH REPORT: REVIEWED CASH DISBURSEMENTS, UNPAID OWNER ACCOUNTS (LIENS), AND OPERATING ACCOUNT.

1. LONG TERM RESERVE: \$6,889.90

2. SHORT TERM RESERVE: \$11,830.06

3.CHECKING: \$0

B. STATEMENT OF INCOME: REVIEWED

-ELECTRICAL: STILL A CARRY OVER FROM 12/2011

-OTHER ITEMS CLOSE TO BUDGET

SHORT TERM RESERVE:

- ROOF RAKING TO BE MOVED TO SHORT TERM RESERVE AS PART OF EMERGENCY FUND (\$3,450)
- DISCUSSED NEED TO ESTABLISH AN EMERGENCY FUND

MOTION: ROB MADE A MOTION TO ESTABLISH AND KEEP A MINIMUM OF \$10,000 IN SHORT TERM RESERVE, THIS IS NOT TO GO BELOW THIS LEVEL FOR EXPENDITURES, SECONDED BY KEVIN, ALL IN FAVOR, NO OPPOSED, SO MOVED.

-BANK OF AMERICA ACCOUNT: (1,300) TO BE CLOSED AND MOVED TO LONG TERM RESERVE (MARY JO AND PENNY TO CLOSE ACCOUNT).

SEWAGE CLEANING: TO BE DONE FALL 2012 (COST BASED PER GALLON)

C. CD ACTIVITY: REVIEWED (\$89,257.38). KEVIN TO PURCHASE ANOTHER CD FOR \$6,000.

D. CASH DISBURSEMENTS: REVIEWED

E. REVIEWED COMPARATIVE CONDO FEE'S: SAME VINTAGE OR OLDER, TO BE INCLUDED IN OWNERS PACKET.

F. INCOME STATEMENTS: 2006 - 2013 REVIEWED

G. 2013 BUDGET REVIEWED

III. OLD BUSINESS

A. 11-1 & 11-2 FLOOR UPDATE: 11-1 NO FLOOR PROBLEMS, DOES NOT APPEAR TO BE STRUCTURAL. 11-2 TO HAVE FLOORS EVALUATED (OWNER)

B. PAINTING: 25% PROGRESS BLDG 29

C. DECK REINFORCEMENTS UPPER BLDG'S: COMPLETE

D. POTENTIAL LIGHTING STRATEGY:

-PRISM CONSULTING SERVICE: HAS EVALUATED THE ENTIRE PROPERTY GOAL: TO REDUCE ELECTRICAL OUTPUT, TRY NOT TO CHANGE UNDERGROUND POWER SOURCE (NEW WIRING NOT COVERED BY NATIONAL GRID PROGRAM), CONVERT TO LED. LED'S OUTPUT IS 10% LESS THAN CURRENT LIGHTING.

RATING SYSTEM: IS ENERGY STAR.

DISCUSSION:

-DOWN FACING LIGHTS
-IMPROVED LIGHTING FOR SAFETY: PARKING AREA'S, DUMPSTER AREA
-BOARD MUST APPROVE LIGHTING SYSTEM/FIXTURES

E. TREE WORK: DISCUSSION

-BETWEEN BLDG 25/27 : 2 DEAD PINE TREE'S
-27-1: DYING BIRCH
-27-2 & 29-1: AREA NEEDS TO BE CLEARED
-25-1: LEFT OF BLDG BUSHES NEED TO BE TRIMMED BY BLDG SIDE
OWNER REQUEST: 25-1 , TO HAVE FOLIAGE REMOVED BY FOX TREE SERVICE,
NEEDS TO SUBMIT MORE DETAILS AND PHOTO'S

F. KAYAK/BOAT PAYMENTS/DOCK ASSIGNMENTS: COMPLETE
DISCUSSED REQUEST FOR OWNER TO LEASE DOCK SLIP: MOSELEY TO CONTACT OWNERS

G. 29-2 MOSS ON ROOF: QUOTE TO POWER WASH \$250 -\$500, BOARD APPROVED

H. RETAINING WALLS / AREAS OF EROSION: NEED DRAINAGE PLAN FOR ALL PROBLEM AREAS. MOSELEY TO HAVE EVALUATED.

I. GRANITE STEPS: REVIEWED QUOTES, VERY COSTLY, TO EVALUATE OTHER OPTIONS (ARTIFICIAL WOOD PRODUCTS).

J. RETAINING WALLS UPPER UNIT STEPS: MOSELEY TO GET QUOTE.

K. DRIPPING FROM ROOF LOWER BLDG'S: GARY VARNESSE EVALUATED, CONCLUSION - NO ROOF VENTILATION, NO WAY TO IMPROVE DUE TO ROOF DESIGN, HEAT IN ROOF CAUSING CONDENSATION AND RESULTING DRIP. POSSIBLE SOLUTION: TURN ROOFS TO COLD ROOFS

BOARD TABLED DISCUSSION FOR FUTURE MEETING.

L. ANNUAL MEETING: AUGUST 18, 2012

1. BUDGET FOR 2013: BOARD MEMBERS TO REVIEW FOR DISCUSSION NEXT MEETING.

GROUNDS CONTRACT: DISCUSSED; MOSELEY TO GIVE QUOTE, DISCUSSED 3 YEAR CONTRACT TO HELP MAINTAIN COST. POSSIBLE DISCUSS MINIMUM/MAXIMUM CONTRACT DEPENDING ON SEASONAL CONDITIONS.

MANAGEMENT CONTRACT: REQUESTED COST DECREASE, MEETING TIMES HAVE BEEN DECREASED AS REQUESTED.

2. RULES/REGS CHANGES :MARY JO TO WRITE UP RULES CHANGES FOR BOARD TO REVIEW PRIOR TO ANNUAL MEETING.

3. ANNUAL MEETING PACKET: TO INCLUDE

- PROXY FORM
- 2011 MEETING MINUTES
- PENDING RULES/REGS CHANGES
- PRES. LETTER
- LIGHTING PROPOSAL
- AGENDA
- BUDGET

M. COPY OF RULES: NEED TO BE SIGNED BY ALL TENANTS, MOSELEY TO FOLLOW UP

IV. NEXT MEETING: JULY 18, 2012, @ 7 PM, 7 MASTRO LANE, ENFIELD, NH

V. MEETING ADJOURNED: 9:15 PM