

Attending: Sandy Orr, Bob Chorney, Sherry Noyes, Walter Wyland and Ray Sanford, Mgr.

Agenda	Action/Follow-up	Resp. Person	Due
CALL TO ORDER	Meeting called to order by President- Bob Chorney at 5:39 pm at condo (13-1)		
<b>Quorum:</b>	All Board Members were present		
<b>Minutes: 10/16/17</b>	<p>The Minutes of the October 16, 2017 Regular Board Meeting were approved, as distributed by the Property Manager.</p> <p>M. Sandy Approved 4-0</p>		
<b>Forum</b>	<p>Vickilee Day daughter of owner of Unit 47-1 has retained a law firm to put forward a claim for a slip and fall on January 10, 2017. No details were provided in the letter. Management has reported the claim to the Union Mutual Insurance of VT, liability coverage carrier. Ray also checked on the reported washer/dryer appliances on the deck of 47-1. He reported, that they have been removed.</p> <p>Several owners have complained about the disruption caused on Landing Road by the contract (Jamison) which is doing the Route 4A sewer extension work. Parking has been disrupted. Mud created by heavy equipment. And hammering of big equipment on the ledge by the manhole. The company has also broken the electric power lighting to the mail box area and the entrance light. This has already been reported several times my Management to Pathways Consulting the Engineering firm supervising the work.</p> <p>Essential Maintenance has been asked to replace the lights on the walkway posts near 33, 35 &amp; 27. There was a Motion made and seconded to approve installing additional solar lights on the mailbox area and the entrance sign.</p> <p>M. Bob Approved 4-0</p>		

**Financial Report & 2018** Treasurer Walter Wayland reviewed the Financial Report for the month October as well as for year to date. Our expenses are continuing to be on target with the budget. Operating has approximately \$18,990 net income over expenses. Capital expenses for loan expense and major maintenance is \$47,807 vs budget of \$52,366. Loan payments and Roofing are major expense in this category. Total cash position is \$168,248 in all categories. Signers are making arrangements to go to the Bank for the accounts. Jack "Pete" Moseley- Owner Moseley Associates was previously authorize as a signer.

M: Walter Approved 4-0

Board & Ray/Ruth Next meeting

The Board reviewed line by line of the 2018 budget. The looked at the projections for year end '17. After careful review the Board of the Operating projections and anticipate cost the Board approved the budget for Operations including increased funding for the grounds and snow to address needs expressed at the annual meeting. The cost will increase the monthly operating fee by \$11. The Capital budget was reviewed in detail. There are many outstanding needs for the buildings and the on-going loan payment for work previously completed in 2017. Continuing work on triplex roofs including 37, 43 and 45 is needed for long term leaking issues. The duplexes also need attention particularly flashing around kitchen skylights. The Capital budget was accepted with an increase of \$28 per month. The total monthly fee increase needs to be \$39 per unit for a total of \$490/unit/month. A motion was made and seconded to approve the 2018 budget and mail a letter to owners and attach the budget.

M. Walter Approved 4-0

BUSINESS (Old)

**CD Administration** The Board is moving ahead with the signers on the CD accounts.

M. Bob Approved 3-0

Board & Moseley

**Ceiling Work**

It was reported the “tar dripping” ceiling/insulation project at 43-3 is slated to begin work in early December in cooperation with the tenants (Jim & Betsey). Devoid Painting will do the removal of the existing ceiling and insulation. DKM Consulting will be inspecting the roof area once it is opened up. They will submit their report. Temporary measures i.e. tarp outside, vapor barrier, ridged insulation & inexpensive paneling will secure the area for the winter.

M. Sandy Approved 4-0

Contractor, DKM & Moseley

**Roof work**

Three units 37-1 (skylights), 43-3 (tar leak) and 45-3 (warranty work HP Roofing) were discussed. The Board approved moving ahead with the warranty work on 45-3 with DKM supervision. DKM will also inspect 37-1 and 43-3 and make recommendations. The Board previously allocated an initial amount of \$8,000 to begin to address the 43-3 tar leak issue. The Board approved going ahead with this plan of attack.

M. Bob Approved 4-0

**Sewer Hook-up**

Ray, Sandy & Bob Sletten will attend the Notice to proceed meeting at Enfield DPW on 11/17/17. The work on the SLCA new pump station is expected to begin right after Thanksgiving. An e-mail to owners giving them an update on the status of this major project will be sent.

M: Sandy Approved 4-0

Ray & Bob

Monitoring

**Rules and Regulations**

Management is continuing to collect the acknowledgement of the updated Rules and Regulations distributed at the 8/26/17 Annual meeting and subsequently mailed to owners not attending the meeting. Follow-up is continuing.

Ray Continuing

**Bids for Grounds & Snow**

Ray reported on the Grounds and Snow removal contract progress with Thomas Hersey of Enfield/Caanan. who started on October 16, 2017 after transition from TNT grounds maintenance. Hersey and crew have made a very large impact in the first few weeks of the contract. There have been many positive comments on the appearance of the grounds and hard work of the staff of Hersey. Next step is to get the winter snow removal buckets out, filled and walkways marked.

	M. Sherry Approved 4-0	Ray	Continuing
<b>Future Board Member</b>	There continues to be one vacancy on the Board for the coming year. Sandy suggested that owners should be contacted regarding the secretary opening.	Bob	Continuing
BUSINESS (New)			
<b>Docks</b>	The Board discussed dock removal. Ray & Sandy are following-up with Lakes Region Docks or alternative.		
	M. Bob Approved 4-0	Ray Sandy	
<b>Tree Trimming</b>	Fox Tree Service inspect trees this Fall. Fox provided a quote for several trees needing hard pruning or removal. The Board approved removal of the "Old Oak" with 5-cables behind building 27, this is deteriorated to the point it is dangerous. The owners will be contacted to let them know the tree will be removed. The Board approved \$13,400 from the 2017 & '18 budgets. The President will write an e-mail to the respective owners. Work is expected to begin as soon as the ground freezes. Fox has agreed to leave 2-3 cords of wood for owners to use for fire places.		
	M. Bob Approved 4-0	Ray	ASAP
<b>Roof-raking</b>	Essential Maintenance will not be available this year to do roof-raking. The T. Hersey contract includes an option for roof raking. The cost will be \$55 per person hour. The Board agreed to this arrangement. Hersey will bill each time so the we can keep an accounting of the cost.	Bob	
<b>AJOURNED</b>	7 :45 pm M: Sandy Approved 4-0		
<b>NEXT BOARD MTG</b>	<b>Tuesday, December 19, 2017 at 5:30 pm</b> Unit 13-1 (Changed from Monday 12 18 17)		

Acting -SLCA Secretary