

**POMPONHO PINES CONDOMINIUM TRUST**

**Meeting Minutes**

**August 19, 2021**

**TRUSTEES:**

Amy Chandler, Jeremy Foote, Sue Sheehan, Stephen Dias, Jim Duffy & Shane Abboud

**MANAGEMENT:** Michael Denholm

**MEETING CALLED TO ORDER:** 7:05 PM

**OPEN SESSION:**

1. Meeting was held via Google Meet

**FINANCIAL STATEMENTS:**

1. Review of July Financials (posted to the website)
2. Review of Delinquency Report

**MAINTENANCE**

1. Work Orders
  - a. All work orders have been discussed and reviewed by the Board.
  - b. We are working on resolving any issue as quickly as we possibly can.

**LANDSCAPING:**

1. Tree Replacement Proposal
  - a. Deangele has submitted an estimate to replace the trees that were removed earlier this year.
  - b. We are awaiting for Deangele to develop a landscape plan for the tree replacement on property.
  - c. The tree replacement project will need to wait until closer to the Fall 2021 due the risk of the summer heat and possible lack of precipitation hindering the development of any newly planted tree.
  - d. The Board has scheduled October 9th to walk the property with Deangele to discuss the tree planting plan.
2. Tree Removal from Backyard areas
  - a. The Board has the right to remove any trees that have been planted in any exclusive use common areas.
  - b. We have some issues with trees that have been planted within the backyard areas of certain units and are now overgrown and impeding on other unit backyard areas, the sides of buildings, and the deck areas.
  - c. The Board will decide which trees within the exclusive use common areas will need to be

removed.

3. BB Court/Loam and Seed (**POSTPONED UNTIL FURTHER REVIEW BY THE BOARD**)
  - a. New BB Court asphalt has been completed.
  - b. Loam and seed for the Field Area will be postponed until further review by the Board.
    - i. On hold due to budget reasons.

#### **NEW BUSINESS:**

1. Main Shut off valves for units
  - a. Unit owner reported that the main shut off valve for the unit is not there and not accessible
  - b. Association will attempt to get the "As built" from the
2. Hydroseed Proposal
  - a. At the request of the Board, Deangele has put together a proposal to loam and hydroseed all the extremely bare dirt areas around the entire property.
  - b. Proposal cost \$7500
  - c. Board has decided to wait until the Fall to put down grass seed.
3. PPCA Website
  - a. Annual cost to maintain \$600
  - b. We are planning on dismantling the website
  - c. We will attempt to keep the domain name
  - d. Shane made a motion to take down the PPCA website and just use the Arbor Management Portal for all information
  - e. Jeremy seconded
  - f. 6 Board members voted YEA
  - g. 1 Board member voted NAY
4. Rules and Regs
  - a. Paudraig made a motion that the Rules and Regs are accepted as written and that email and hard copies of said rules regs are sent to all unit owners
  - b. Stephen seconded
  - c. 7 Board members voted YEA
5. Solar Project
  - a. The Solar Project installation has been completed
  - b. We are just awaiting the Interconnection Approvals from National Grid which come after the inspections of each of the solar panels systems
  - c. The estimated time for activating the system will be on or before March 31, 2021.
  - d. The Board is currently pricing out adding snow guards to help alleviate the issue of any falling snow.
  - e. The Board will get pricing and decide on a plan for snow guards moving forward.

## 6. Front Stair Replacements

- a. Some of the front stairs have degraded and are in need of replacement.
  - i. Jamie will contact Mahoney Bros. Construction to schedule a time for them to complete another set of front stairs.
  - ii.

## 7. Fence Replacements

- a. The replacement rotation will not resume in Summer 2021
  - i. The price of lumber has increased dramatically.
  - ii. The Board has decided to delay the fence replacement for a while in hopes that the price of lumber will come down again.
  - iii. Repairs and gate replacement will be done for the areas that are in disrepair.
  - iv. Various options for other types of fencing will be priced out.
  - v. Jamie will collect RFPs for fence replacement when the fence replacement rotation commences.

## 8. Violations & Enforcement

- a. Enforcement of rules has been stepped up in an effort to remove habitat for pests. This has led to an increase in complaints.
- b. Many sheds are in such poor repair that they are an attractive nuisance. Some may have to be demolished
- c. Maintaining sheds is Unit Owner responsibility. A letter will be sent reminding owners of this fact.

## 9. Exclusive Use Common Areas

- a. The Board has the right to inspect Exclusive Use Common Areas and cite units for violations.
- b. Generally, such an inspection will be preceded by a notification letter or e-mail.
- c. Enforcement of rules and regulations will be increased this year due to multiple violations that have been discovered.

## 10. Late Fees

- a. Board discussed the issue of late fees during the COVID-19 Pandemic.
- b. Board decided that late fees will be waived for any unit owner for April 2020 and will decide each month whether to extend the waiver of late fees for the upcoming month at the monthly Board meeting.
- c. Board has decided to waive all late fees for April 2021.

## **OLD BUSINESS:**

### 1. Right of First Refusal and Online meeting vote **(ONGOING)**

- a. With ROFR in the condo docs, FHA approval is impossible to get, because it is discriminatory.

- i. The Board has never invoked ROFR.
  - b. Technically the condo docs do not allow an annual meeting to be held in any manner other than in person.
    - i. Meeting online is safer during a pandemic and could increase unit owner participation, even after the resolution of the COVID-19 crisis.
    - ii. Casting votes virtually would be much easier than the currently mandated method of paper ballots or voting in-person at meetings.
  - c. A vote by the association would be required to change both of these, with a supermajority approving.
    - i. Being eligible for FHA loans would drive up home values.
  - d. Vote progress: (? votes out of ? needed)
2. Water Main shut off valves (**POSTPONED UNTIL FURTHER NOTICE**)
- a. Should be starting up soon.
  - b. Some of the shut off valves have calcified due to lack of use and can no longer be turned off.
    - i. This is an issue because there will be no way to turn off the water to any particular unit if there is a plumbing emergency.
    - ii. If we do not have this option, there is a chance that other units can be damaged by leaking water.
  - c. Email was sent out to inform unit owners to test their shut off valves and express them at least 2x per year.
  - d. If the unit owner has a valve that is calcified and cannot be expressed, the association will send out a plumber to replace the valve.
  - e. The cost of the replacement will be split equally between the association and the unit owner.

**MEETING ADJOURNED:** TIME PM

**INFORMATIONAL ITEMS:**

**LOANS:**

- A. Vinyl Siding Loan
  - a. \$897k, 10/19/11 - \$9,544 per month - 5% interest, 5 yr term, 10 yr repayment.
  - b. Refinanced on 1/19/15 - 4.68% for 5 years, then rate may change.
  - c. Refinanced again as part of solar project September 2020
  - d. Current loan amount owed: \$134,963.36
  - e. Projected payoff date: DDDD
- B. Solar Project Loan
  - a. \$1.6 Million, 9/14/20 - \$? per month
  - b. Current loan amount owed: \$1.6 million

**ROOFS REPLACED:** ALL roofs replaced in July-August 2020

**ANNUAL MEETING:** Thursday –Dec 16, 2021 - 7pm East Bridgewater Town Hall 2<sup>nd</sup> Floor OR online through Zoom or Google Meet

**BOARD TERMS:** 2021: Shane Abboud  
2022: Amy Chandler, Jim Duffy, Sue Sheehan, Jeremy Foote  
2023: Paudraig Curran, Steven Dias

**POSSIBLE BUDGET ITEMS:** Repaving/Repairing parking lots, Landscape remodels, fence replacement, front entry stairs replacement.