

**POMPONHO PINES CONDOMINIUM TRUST**

**Meeting Minutes**

**January 20, 2022**

**TRUSTEES:**

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

**MANAGEMENT:** Michael Denholm

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

**OPEN SESSION:**

1. Meeting was held via Google Meet
2. One unit owner present for open session

**FINANCIAL STATEMENTS:**

1. Review of December Financials (posted to the portal and 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. Hydroseed Proposal (**POSTPONED UNTIL SPRING 2022**)
  - 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 Spring to put down grass seed.
2. Loam and Seed Field Area (**POSTPONED UNTIL FURTHER REVIEW BY THE BOARD**)
  - a. 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. Solar Project
  - a. We have received official word from National Grid that they have approved ten (10) of the eleven (11) systems on the property and have put these systems in the queue to generate accounts with National Grid. These accounts are what allow National Grid to disperse the energy credits to the proper customers, in this case the residents of Pomponoho Pines.

These accounts will still take some months to complete (most likely happening in April and May) as that is the timeline that National Grid has given us for the creation of these accounts.

- b. We have also received official word from the State of Massachusetts SMART Incentive Program that they have also approved disbursement of incentive funds for ten (10) of the eleven (11) systems on the property. This means that we will be receiving cash payments from the State of Massachusetts to help fund this project.
- c. Ten (10) of the eleven (11) systems on the property are generating energy credits. The energy credits that are produced from these ten (10) systems are being “banked” and when the system is fully operational will be dispersed back to unit owners/residents. These systems will continually generate power for the life of the system operation.
- d. We have one (1) system that is not operational at this time
  - i. This system is the one that experienced an “ARC” in August 2021, which rendered the electrical box and meter inoperable.
  - ii. Due to supply chain issues and raw material shortages that we are experiencing on a global scale, we are having a great deal of difficulty obtaining the electrical box that fits the exact specifications that are needed.
  - iii. We have placed an order for the new box in August 2021 and are still waiting for it to arrive. Once we receive the box, it will be immediately installed followed by an immediate request to National Grid to come and install the meter which will allow this system to become fully operational.
  - iv. This system is the only one that is currently not generating electricity credits.
- e. The Board has been and continues to discuss options for the installation of snow guards to help mitigate the issue of falling snow. All options being considered will take us into the Spring and/or Summer of 2022 to complete. ***Please be very mindful and careful when entering and exiting your units.***
- f. The Board will get pricing and decide on a plan for snow guards moving forward.

## 2. Front Stair Replacements

- a. Many of the front stairs have degraded and are in need of replacement.
  - i. The stair replacement that was scheduled to happen last summer (2021) was canceled due to COVID related delays, cost of supplies, and scheduling conflicts with the contractor.
  - ii. Mahoney Bros. is scheduled to be on site this Spring or early Summer to complete the project that was postponed.
  - iii. The down payment has already been paid to complete this project.
  - iv. The Board will look into completing a second set of front stairs in the Spring/Summer of 2022.
  - v.

## 3. 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 January 2022.

**OLD BUSINESS:**

1. PPCA Website
  - a. The Board has agreed to keep the website
  - b. Shane has contacted Rob Russell to update the design of the website.
  - c. Rob Russel will create a new website for Pomponoho Pines.
  - d. Rob Russel will remain webmaster for the foreseeable future.
  
2. Claim submitted for injury on Property
  - a. A child of a unit owner fell on property this summer and broke their arm
  - b. They have filed a claim against the Master Insurance policy
  - c. Board is unclear on what the claim is asking for
  - d. Michael and our insurance company has been in contact with the the unit owner filing the claim
  - e. Michael will keep the Board posted on any developments
  
3. 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)
  
4. 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.

5. 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.

6. 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.

**MEETING ADJOURNED: 8:23 PM**

**INFORMATIONAL ITEMS:**

**LOANS:**

A. Vinyl Siding Loan

- a. \$897,000, 10/19/11 - 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: \$48,817.06
- e. Monthly Payment: \$5,931.51
- f. Projected payoff date: 9/14/22

B. Solar Project Loan

- a. \$1,600,000, 9/14/20
- b. Current loan amount owed: \$1,570,737.62
- c. Monthly Payment: \$8,696.52
- d. Projected payoff date: 9/14/45

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

**ANNUAL MEETING:** Thursday –Dec 15, 2022 - 7pm East Bridgewater Town Hall 2<sup>nd</sup> Floor OR online through Zoom or Google Meet