

POMPONHO PINES CONDOMINIUM TRUST

Meeting Minutes

February 17, 2022

TRUSTEES:

Sue Sheehan, Stephen Dias, Paudraig Curran & Shane Abboud

MANAGEMENT: Michael Denholm

MEETING CALLED TO ORDER: 7:05 PM

OPEN SESSION:

1. Meeting was held via Google Meet
2. Two unit owners present for open session

FINANCIAL STATEMENTS:

1. Review of January 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. Board Member Voting Ballots
 - a. The Board member voting ballots are being finalized and will be sent out soon.
 - b. Unit owners will have a chance to place their votes for Board members.
 - c. There is one seat that is up for re-election and one open seat.
 - d. If there is not enough votes returned to have a quorum, then the board will appoint the

trustees.

2. Solar Project

- a. Solar credits have started to be distributed to unit owner eclectic accounts.
- b. National Grid has informed us that each of the unit owner electric account numbers must be connected to one of the eleven (11) systems.
- c. The allocation of the energy credits will be adjusted to make sure that the energy credits are being distributed as evenly as possible to unit owners.
- d. The Board and Helio Energy are working on looking at the data monthly and will be using that date to even out the amount of solar credits being distributed to each of the unit owners.
- e. The Board is also discussing the one system that is offline and has been since August of 2021.
 - i. The Board will be discussing the fact that the units that are connected to that non-operational system should be compensated for the energy credits that were not being generated during the time that the system was inoperable.

3. 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.

4. Late Fees

- a. Board discussed the issue of late fees during the COVID-19 Pandemic.
- b. Board decided that starting in March 2022, late fee policy will commence.
- c. Any unit owner whose HOA fee is not received by the 15th of any month will be charged a \$25 late fee.

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