

MINUTES SPECIAL OWNERS MEETING OCTOBER 1, 2019  
**MOUNTAINVIEW CONDOMINIUM ASSOCIATION**

Attending: Jamie Newport (6B), Jeremy Laprade (10A), Cheryl Daggett (10B), Kathy Sullivan (14B), Mariellen & Bill Hayre (16B), Carol Crafts (59), Silvina Richards (61B), Nanci Schwartz (65A), Scott Nelson (65B), Jeongtae Son & Miok Kang (69A).

Donna Golec (Kendrick Property Management Company).

(The meeting was held at 59 Mill Village Road, South Deerfield, MA 01373)

The meeting was called to order at 6:08 p.m. Ten units were represented, giving us a quorum of unit owners.

**Minutes from the 2019 Annual Meeting.** A motion was made and seconded, and the minutes were accepted as submitted.

**Call for volunteers to serve on Association Board of Trustees.** D.Golec explained that due to the sale of Unit 69A, the Board of Trustees was below the minimum number of 3 as required by our By Laws. She called for a volunteer to serve out the term. C.Crafts has stepped forward to serve on the Board of Trustees.

There were no other volunteers.

**Property Manager's Report.** D. Golec of Kendrick Property Management (KPM) handed out financial information and explained that now is the time to develop a proposed budget for 2020. She reviewed 2019 budgeted amounts and presented proposed budgeted amounts for 2020. The proposal includes a 4% increase to current Association fees. With this modest increase the Association would break-even with no emergency cash flow.

The line item for power washing of our units is to be delayed for another year. Tree trimming, etc. must be done in 2020 to comply with the Association's insurance review. Septic pumping and the installation of 'risers' must be done (2019 & 2020) to comply with town regulations.

Discussion of Swale and Driveway Project. D.Golec reviewed the steps the Association has taken in order to commence, implement and look forward to completing this project.

Brief history. The issue of upgrading driveways has been discussed since well before 2014. Upon completion of the re-doing of the last roof in 2017, it was decided to begin to accumulate monies in reserve for a future driveway project. A \$50,000 assessment was implemented.

At the 2018 annual owners' meeting, there was a discussion regarding the type of asphalt and its permanence for the driveway surface. The collective decision was that we would prefer to lay down a smooth blacktop surface (as opposed to the temporary liquid asphalt) to avoid regular/ periodic maintenance of the driveway surfaces. At the same meeting, there was discussion regarding who (either the town or the Association) held responsibility to maintain the swale along Mill Village Road.

Once it became clear that the Association would need to clean out and re-do the swale, it also became clear that preliminary thoughts regarding cost were not realistic. A 2<sup>nd</sup> \$50,000 assessment was implemented at the beginning of 2019.

As of September 2019, the Association commenced with our driveways project. [Note: The first company to whom we awarded the contract for our job did not fully have the capacity to tackle and complete the project. Luckily, our new landscape company also had an excavation division and they had time available to do our project.] Four Seasons had originally bid on our project and after reviewing the job-site, they were able to reduce their original bid. The new bid was lower than other bids received. It should also be noted that to avoid having 'seams' across driveways along with a temporary surface that might have gotten eaten up by snowplows this winter, it was decided to go forward and re-grade and resurface the full length of the driveways along Mill Village Road.

The Association had to bear the cost of cleaning-out and redoing the swale: \$38,500. Each driveway cost \$10,356.57 (x7) for a total cost of \$72,496.

In 2020, the Associations' remaining 8 driveways along Boynton Road will be resurfaced in order to complete this major project. At this time Four Seasons has pledged to honor a bid per driveway as close as possible to the 2019 bid. Additional funds need to be raised in order to complete this project.

#### Discussion.

First item. The depth of our swale. C.Crafts related a telephone conversation she had on September 24<sup>th</sup> with Kevin Scarborough, Superintendent of Public Works for the town of South Deerfield. She expressed concern over the width & depth of the swale especially in front of 59 Mill Village. She noted that there was only a width of 12" between the road and the swale. Citing previous instances where cars have gone off the road (especially in winter), she was curious as to the Associations' liability regarding damages.

Mr. Scarborough indicated that swale was built in accordance with the 'layout' (plans) provided by him. The plans did not call for any guardrail nor any rip rap. He stated there would be no liability to our Association.

[Note: W.Hayre indicated that there is a codicil on file with the town, signed by the original developer that indicates the owners (our Association) are responsible for the maintenance of the swale.]

Second item. Funding for the remainder of the project. This was a very heated discussion. Differing points of view were stated and were respectfully heard. The cost of the swale and the fact that increased operating costs dipped into our reserve account compounded our budgeting problem. Suggested solutions presented included: not resurfacing specific driveways (giving an owner a choice?), having an additional assessment or having the Association take out a bank loan.

Final discussion and thoughts are to have the Association look into taking out a bank loan (in the amount of \$70 - \$100K) over x number of years. The increase will be divided amongst unit owners in accordance with the formula provided in the By Laws and added to unit owners' monthly Association fee(s). This increase will be effective January 1, 2020.

Next year's annual meeting will be held on Wednesday, May 6, 2020 at 6:00 p.m.

**Meeting adjourned at 8:10 p.m.**

Respectfully submitted by Cheryl Daggett, Trustee