

TREETOP PARK BOARD MEETING
Open Session
Wednesday March 27, 2019 – 7:00 pm
Methodist Church, Lion Room

Attendees: 1 owner-at-large, 5 Trustees and Ex-officio
Trustee Attendees: Myra Kinnamon
Kathe Scott
Thad Leugemors
Karthikeyini Subramanian
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Ex-officio: Warner Guild – Reliable Property Management
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The meeting was called to order at 7:20 pm.

**Agenda and Minutes**

1. **Trustee Registration Form:** Signed Registration Form is ready and will be provided to Mary (Unit 23) to file with Registry of Deeds.
2. **Approve Minutes of prior meeting:** Board approved Minutes of prior meeting.
3. **Financial Report: reviewed details**
  - a. Checking: \$14,000 (approx.)
  - b. Reserves: \$60,000 (approx.)
  - c. Payables: \$3,000 (approx.) and current
4. **Insurance Quotes:**
  - a. Board upheld previous decision to:
    - i. Let community know during this month's open meeting that we may potentially increase Master Policy deductible to \$10k.
    - ii. Ask community to discuss with their home owner's insurance carrier as to impact to their premiums
    - iii. Warner will try to schedule insurance representative to attend our April Open Meeting to answer any questions community may have.
    - iv. Community to provide their input during April's Open Meeting
    - v. Board will make a final decision during May's Executive Meeting.
5. **Forgo mulch to save \$12,150:**
  - a. Board voted to forgo mulching this year to save money (vote of 4 to 1). It will be re-evaluated post Spring clean up.
6. **E.L Harvey's New Fees:**
  - a. Increase of 20%:
    - i. Trash increased from \$615 to \$700 and recycling increased from \$319.58 to \$383.80; with monthly total increase from \$934.58 to \$1083.50
    - ii. Current contract renewal will be in late 2020
    - iii. The Board discussed other possibilities which might lower Harvey's fee, such as forgoing recycling pickup service, decreasing the frequency of trash pickup or

eliminating trash/recycle pickup service altogether. None of the discussed approaches were likely to balance the cost-saving vs. added inconvenience. Therefore the conclusion was to accept the fee increase.

iv. Board voted to accept current increase for now with Warner checking into whether other vendors had similar increases in fees.

7. **Entrance Sign:**

- a. Board voted to discuss this during April's Executive Meeting.
- b. Thad's example of a welcome sign was circulated to Board members.

8. **Website Update; gmail:**

- a. Officially launched to community.
- b. Updates are being made based on feedback received.
- c. Warner will also send Karthi unit owners' information so an accessible database can be created for use in case of emergencies during off hours.
- d. Condo docs provided by Mary Parroto (Unit 23) were forwarded to Board by Karthi. Board will review and determine during April's Executive Meeting as to how to make it available to community (post directly on website, link to google docs or provide upon request).
- e. Board thanks Mary in obtaining the condo docs!

9. **New Business:**

- a. Kathe raised concerns regarding a rope swing that had been hung from an extremely high branch in the back woods. Board deemed it dangerous.
  - i. Board voted to be cut it down; Warner will reach out to Concord.
  - ii. Board voted that communication (by Kathe) will be sent to the community indicating woods are common property and should be respected.

The meeting adjourned at 7:30 pm.

Respectfully submitted,

*Karthi Subramanian*

Karthikeyini Subramanian  
Secretary  
Unit 11

**Upcoming Sessions: Wednesdays**

**April 24th - Methodist Church, Lion Room**

**May 22nd - Methodist Church, Lion Room**

**June 26th – Westborough Public Library**

**July 24th - Westborough Public Library**

**Executive Session -- 6:00PM**

**Open Community Session -- 7:15PM**