

TREETOP PARK BOARD MEETING
Open Session
Wednesday July 24, 2019 – 7:00 pm
Westborough Public Library

Attendees: 3 owners-at-large, 3 Trustees and Ex-officio
Trustee Attendees: Kathe Scott
Ding Han
Karthikeyini Subramanian

Ex-officio: Warner Guild – Reliable Property Management

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The meeting was called to order at 7:18 pm

**Agenda and Minutes**

1. **Appoint new trustee:** Board appointed Tom Wolfe as member-at-large for rest of vacancy term (expiring in Jan 2021)
2. **Approve Minutes of prior meeting:** Board approved Minutes of prior meeting.
3. **Financial Report: reviewed details**
  - a. Checking: \$20,000 (approx.)
  - b. Reserves: \$88,000 (approx.)
  - c. Payables: \$9,000 (approx.)
  - d. Finish Works scheduled for 8/19 to complete painting of buildings
4. **Town request for information:**
  - a. Town requested owner's information (including email) for Census purposes.
  - b. Warner to respond indicating that, unfortunately, the resident information we have are confidential and cannot be communicated to town.
5. **Flood Insurance:**
  - a. Quoted \$3600 for assessing three units.
  - b. Thad will look into other venues for a more cost-effective assessment of the three units.
6. **Entrance Sign:**
  - a. Board will continue discussing it during next month's Board meeting.
7. **Website Update; Gmail:**
  - a. Kathe has requested that Karthi train other Board members on how to maintain the website, as backup.
8. **Green Mountain work & communication:**
  - a. They have been working all week and we were not made aware of this schedule.
  - b. Warner to reach out to them to find out their schedule, especially when residents would not have running water and update on their progress.
9. **Amendment list of those who hasn't voted:**
  - a. Warner will email unit owners' that have not voted as of yet with Ballot and summary of the amendment changes.
  - b. Deadline for submission of votes will be Aug 27<sup>th</sup>.
10. **Update Veatch (Unit 8), kitchen exhaust; Ding (Unit 5) to present alternate design**
  - a. Ding will provide additional information (once he talks to contractor) for Board approval regarding size of vent and exactly where on exterior wall (front of garage).
11. **New Business:**
  - a. Fall Gathering proposed to be held on Sep 7<sup>th</sup> with Sep 14<sup>th</sup> as rain date.
  - b. Tom confirmed that 4<sup>th</sup> Wednesdays can be accommodated for meetings.
  - c. Next month's meeting will be held at Central One Credit Union (40 South Street) and does have parking available on premises.

- d. Blazejeski (Unit 2): Warner will talk to Curtiss regarding clearing her landscape of debris from the past winter.
- e. Kinnamon (Unit 50): Board approved posting of Community yard sale on TTP website and by the mailbox areas, for first week of September.
- f. Mailbox and website posting protocol – Board strongly suggests using the TTP website:
  - i. All notices must include Name, Unit number and phone number
  - ii. All notices must have prior Board approval
  - iii. All notices must have “Approved by the TTP Board”
- g. Kinnamon (Unit 50): Thanked everyone again for her farewell party. What a great turnout!

The meeting was adjourned at 7:48 pm.

Respectfully submitted,

*Karthi Subramanian*

Karthikeyini Subramanian

Secretary

Unit 11

**Upcoming Sessions: Wednesdays**

**August 28th - Central One Credit Union (40 South Street)**

**September 25th - Central One Credit Union (40 South Street)**

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

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