

TREETOP PARK BOARD MEETING
Open Session
Wednesday April 24, 2019 – 7:00 pm
Methodist Church, Lion Room

Attendees: 2 owners-at-large, 5 Trustees and Ex-officio
Trustee Attendees: Myra Kinnamon
Kathe Scott
Thad Leugemors
Karthikeyini Subramanian
Ding Han

Ex-officio: Warner Guild – Reliable Property Management

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The meeting was called to order at 7:21 pm.

**Agenda and Minutes**

1. **Insurance Quotes:** Jeff Grosser, Rodman Insurance Agency representative, attended to explain the reasoning for increase of deductible of Master Policy from \$5k to \$10k and answer questions posed by community members in attendance.
  - a. Thad raised question regarding flood coverage as we do have one unit in a flood zone and other areas should be in a flood zone (even if they're not currently). Jeff and Warner will discuss this offline.
  - b. Board requesting community to discuss with their home owners' insurance carriers as to impact to their premiums (typically premiums will increase by \$10-\$15 per year).
  - c. Community to provide input before May's Executive Meeting.
  - d. Board will make a final decision during May's Executive Meeting.
  - e. Once Board decision is finalized, Rodman will provide a letter that details Master Policy coverage for unit owners to submit to their insurance carriers.
2. **Approve Minutes of prior meeting:** Board approved Minutes of prior meeting.
3. **E.L Harvey's New Fees:**
  - a. Warner confirmed other vendors have also increased their fees.
  - b. Board upheld decision to re-evaluate when contract term expires in 2020.
4. **Entrance Sign:**
  - a. Board approved entrance sign for our community by a vote of 4 to 1.
  - b. Suggestion is to keep it simple (samples provided by both Myra and Thad).
  - c. Once a few proposals are submitted, Board will determine acceptable cost range.
  - d. Board encourages community to participate (coordinate with Myra and Thad).
5. **Website Update; gmail:**
  - a. In an effort to encourage community to utilize TTP website, Karthi will send periodic emails to community indicating updated information available on website.
  - b. In addition, request community to submit Pictures of the Month.
  - c. Updates are being made based on feedback received.

6. **Walk-around date:**

- a. Spring walk-around date will be May 10<sup>th</sup> at 5pm.
- b. Board encourages community to proactively clean up under decks prior to May 10<sup>th</sup>.

7. **Correspondence:**

- a. Joe Ventriglia (Unit 6): Board received clarification that his intent is to replace existing pavers, thus Board approves this request.
  - i. Joe raised question as to why his proposal from last year was not approved. Board will review notes from last year and get back to Joe.
  - ii. Joe will let Unit 54 tenants know not to leave dog waste laying outside.
  - iii. Joe requested the Board to review the communication of the warnings/infractions notices.
- b. Nancy DeWolfe (Unit 32): Board approved request to add loam to the flower bed at the end of her driveway.

8. **Building work:**

- a. Concord started repairs to Building 11 (Units 41-44) today, April 24th.
- b. Nick Argento (Unit 41) has kindly offered to let Concord store materials in his garage.
- c. Tom Wolf (Unit 42): clarified he didn't need to do anything other than keep his car out of the way.

9. **Damaged grassy areas:**

- a. By Unit #48: We confirmed that this was due to E.L Harvey's truck. Warner has reached out to them requesting that they make repairs per our standards. In the event they can't or it's not per our standards, we will ask Curtiss to take care of it, at E.L Harvey's expense.
- b. Reminders to community:
  - i. To help E.L Harvey's trucks avoid running over grassy areas, please leave garbage/recycle bins a bit more out in the roadway on pick up days.
  - ii. Please reach out to Warner (RPM)/Board if you notice vendors or other vehicles parking/driving over the grassy areas.
  - iii. Please remember to be careful pulling in and out of driveways to reduce damage to the grassy edges of the roadways. These are areas especially vulnerable due to the wet weather and newly seeded post-winter repairs.

10. **New Business:**

- a. Damaged grassy areas:
  - i. By Unit #48: We confirmed that this was due to E.L Harvey's trucks. Warner has reached out to them requesting them to fix per our standards. In the event they can't or it's not per our standards, we will ask Curtiss to take care of it, at E.L Harvey's expense.
  - ii. Board will send reminder to community:
    - 1. To help E.L Harvey's trucks avoid running over grassy areas, leave trash/recycle bins a bit more out in the roadway on pick-up days.
    - 2. Reach out to Warner/Board if anyone notices vehicles driving over grassy areas.
- b. Building work:
  - i. Concord starts on Building 11 (Units 41-44) starts today.
  - ii. Nick Argento (Unit 41) has kindly offered to let Concord to store materials in his garage.
  - iii. Thad raised concern regarding oversight of work, especially when additional issues are discovered leading to increased cost. Warner trusts Concord and is

confident in their professional expertise, especially as they've done an outstanding job on all the previous buildings.

- c. Myra's Community Chorus flyer: Board approved to have this up by the mailboxes and to post on TTP website.

The meeting adjourned at 8:00 pm.

Respectfully submitted,

*Karthi Subramanian*

Karthikeyini Subramanian  
Secretary  
Unit 11

**Upcoming Sessions: Wednesdays**

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**