

TREETOP PARK BOARD MEETING
Open Session
Wednesday June 26, 2019 – 7:00 pm
Westborough Public Library

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

Ex-officio: Warner Guild – Reliable Property Management

~~~~~

The meeting was called to order at 7:20pm

**Agenda and Minutes**

1. **Approve Minutes of prior meeting:** Board approved Minutes of prior meeting.
2. **Financial Report: reviewed details**
  - a. Checking: \$17,000 (approx.)
  - b. Reserves: \$81,000 (approx.)
  - c. Payables: \$8,000 (approx.)
  - d. Paid Concord: \$20,519.20 (approx.); will complete 2 buildings this year.
3. **Flood Insurance:**
  - a. Part of our property is in the 100-year flood area which is not currently covered by Master Policy or individual home owner's insurance.
  - b. Board is discussing how to we mitigate this risk together and will evaluating a couple of options, including adding flood coverage to our Master Policy.
4. **Entrance Sign:**
  - a. Board approved Thad's proposal for layout of a signage.
  - b. Board voted on verbiage for the sign:
    - i. Middle of the Sign: Tree Top Park Townhomes
    - ii. Bottom Left of the sign: Residents and Guests Only
    - iii. Bottom Right of the sign: Children at Play
  - c. Next steps: Thad will present proposal of design/picture.
5. **MassSave update:**
  - a. Just one more unit that requires porch fixture to be replaced.
6. **Website Update; gmail:**
  - a. We thank community for actively utilizing our website and welcome any feedback/contributions to it.
7. **Green Mountain work & communication:**
  - a. This is the town work to update the sewer system that goes through our property (see previous communication regarding this).
  - b. They've started the first phase of work.

- c. They will provide an update when they will return for remainder of the work.
8. **Amendment list of those who hasn't voted:**
- a. 33 unit owners have not voted on this.
  - b. Reminder: The purpose of this amendment is to update the wording in our documents to be legally correct and reflect the current actual practice. It will to change current fine structure.
  - c. Warner will reach out to these specific unit owners to vote– along with Kathe's previously communicated explanation. Deadline: next Board meeting (July 24<sup>th</sup>).
9. **New Business:**
- a. Sadly our dear Myra is resigning from the Board as of July 1<sup>st</sup>.
    - i. Board voted to communicate to unit owners that we have a vacant position and encourage unit owners to apply for it. Board will appoint (no general community election) from the pool of candidates at the next Executive Board meeting.
    - ii. Note: This position will be from now till Jan 2021.
    - iii. Candidacy letters to be submitted to Warner by Monday July 22<sup>nd</sup>.
  - b. Requested volunteers to store Concord materials in the garage through September.
    - i. Lisa (Unit 2) graciously volunteered if no one else can store it. Warner will coordinate with her post this meeting.
  - c. Lisa Blazejewski (Unit 2): Reminded us to have door frame painted when we paint the current buildings.
  - d. Thad Leugemors (Unit 20): raised suggestion to have painters revisit recent paint jobs, which are covered under warranty.

The meeting was adjourned at 7:50pm.

Respectfully submitted,

*Karthi Subramanian*

Karthikeyini Subramanian  
Secretary  
Unit 11

**Upcoming Sessions: Wednesdays**  
**July 24th - Westborough Public Library**  
**Executive Session -- 6:00PM**  
**Open Community Session -- 7:15PM**