

TREETOP PARK EXECUTIVE BOARD MEETING MINUTES with Annual Open Meeting Minutes

Tuesday January 24, 2023

Virtual via Zoom

Trustees Attending Executive Meeting:

Karthi Subramanian, Kathe Scott, Din Han (and son, Ziyu!)

Ex-officio: Keith Goodale – Reliable Property Management

A Post Executive ANNUAL MEETING Open Session was convened with 8 attendees

The meeting was called to order at 6:12 pm.

Agenda and Minutes from Executive Session:

1. Approve Minutes of December 13, 2022 meeting:

Board approved Minutes of prior meeting.

2. Approve Financials: All financial items on track.

Current details online in Buildium Report. As of 012-31-22 show below:

a. Net Operating	≈ \$36,348
b. Reserves	≈ \$117,909
c. Accounts payable	≈ \$13,220
d. Accounts receivable	≈ \$990
e. Prepayments	≈ \$11,212

Current values: 01-23-23

a. Net Operating	≈ \$21,580
b. Reserves	≈ \$117,914

All financials are as expected.

3. Several Unit owners contacted RPM with new concerns:

a. Xmas Tree thrown into woods from Park Street. The Board suggested Keith send a general information letter to the 3 abutters in that area. It was also noted that the fence needs repair or replacement in that area.

b. Giombetti Electric, Inc. will be on site soon, to repair or replace some malfunctioning exterior lights.

c. A concern was raised concerning the buildings which have one town water input which splits to the 4 units. Keith will find out which buildings are so affected and determine how to, and who, will handle emergency situations .

4. Keith and TTP Broad discussed/prepped for Annual Open Meeting.

5. Next Board Meeting will be February 28, 2023.

- a. Executive Meetings will continue on ZOOM.
- b. Open Meeting by specific request only (7:15pm)

The TTP Executive Board meeting was adjourned at 7:03 pm.

Respectfully submitted



Kathe Scott TTP
Clerk Unit #58

The TTP Post Executive ANNUAL MEETING Open Session

The meeting was convened at 7:15 pm:

Because there were no submissions to seek a position on the board, and not enough Unit Owners attending to constitute a quorum for voting, this was not an official TTP Annual Meeting. The Board will remain as previously constituted.

The Board welcomed Unit Owners and Residents.

Attendees: #2 Lisa Blazejewski, #3 Lisa Bombardier, #9 Rosemary Haranas, #16 Jennifer Juliano, #23 Mary Parrotto, #29 Tatiana Yarovaya, #43 Cindy He

1. Introduction of Trustees and Reliable Property Management

Karthi Subramanian, President (#11)

Kathe Scott, Clerk (#58)

Ding Han, Member-at-large (#5)

Keith Goodale, Reliable Property Management

2. Overview of Financials

a. Keith provided an analysis of the TTP current financial situation, and a summary of the maintenance and infrastructure projects completed in 2022.

There were some issues with labor, rising costs, and unforeseen natural events (tree falls) which required some changes in plans. i.e. only 2 buildings were painted instead of the 3 that had been planned. Despite such setbacks, TTP was able to accomplish most of the projects planned and ended the year in a good financial position with only a very small deficit. TTP currently has over \$115K in its reserve fund and \$46K in the operating fund.

b. Keith reviewed the new forecasting and schedule for Capital Improvements planned for the next several years.

3. 2023 Budget

a. Keith shared the 2023 Budget, highlighting the major reoccurring expenses – such as Landscaping (\$25K), Tree Service (\$10K), Snow removal (\$22K) as well as some of the smaller infrastructure and maintenance work planned and budgeted for the coming year.

b. Keith also reviewed the new condo fees – which will increase by 5% starting February 2023.

All Unit owners have received notification of the budget and CF by mail.

4. 2022 Accomplishments

Karthi reviewed the list of accomplishments over the past year. As usual - the TTP Board has worked very hard to maintain our beautiful property and plan for the future!

Please note: The complete list is attached to these minutes.

The TTP ANNUAL MEETING was adjourned at 7:38 pm.

Respectfully submitted,

TTP Clerk



Kathe Scott TTP Clerk Unit #58