

**TREETOP PARK ANNUAL BOARD MEETING
OPEN SESSION
Tuesday January 25th, 2022 – 7:00 pm
Virtual via Zoom**

Attendees: 9-unit owners, 3 Trustees and 2 Ex-officio

Trustee Attendees: Kathe Scott

Ding Han

Karthikeyini Subramanian

Ex-officio: Warner Guild and Keith Goodale – Reliable Property Management

The meeting was called at 7:00pm.

Agenda and Minutes

1. **Approve Minutes of prior Annual meeting:** Board approved Minutes of prior Annual meeting.
2. **Introduction of Board members and Reliable Property Managers**
3. **No quorum this year:** no annual business (such as elections) will be conducted.
 - a. Board has voted to keep the current board members for 2022 (a 3-person board as 2 board members have moved out of TTP).
 - b. Board may request community assistance if 'special' projects arise due to three-person Board.
4. **Review of 2021 Accomplishments:** *See attached document*
5. **Financial Report:** *See attached Treetop Annual Press 2022*
 - a. Further discussions took place regarding:
 - Reserve Study and forecasting of budget
 - Schedule of painting of buildings (approximately 5 a year due to the time it takes to paint and cost)
 - Budget allocated for fence repair/replacement as needed
 - Water pipe fix
 - Deck discoloration post recent painting (both Unit 11 and 2 have noticed this).
6. **Info Sheet:** Please submit to Reliable Property Management if you have not done so already.
Note: please make sure email address and phone number is clearly legible to avoid typos.
7. **TTP Website Overview/Demo:** Karthi walked through the TTP website (www.treetopparkwestborough.com), especially noting where key information can be found.
See attached recording.
8. **Next Meeting:** February 22nd, virtually. Please send request to ksubrama_5@hotmail.com if you would like to join.

9. **New Business:**

- a. If trash/recycle has not been picked up for your unit only, resident is responsible for contacting E.L Harvey.
- b. If trash/recycle has not picked up for TTP community, please leave bins outside for an additional day unless otherwise instructed by Board.
- c. Board is not responsible for communicating to community for unplanned utility outages – we suggest signing up for alerts with your utility company and/or reporting outages to them when it occurs.
- d. Concerns raised by Unit #25 regarding increased sighting of coyotes.
 - Unfortunately, there is not much Board can do about this as it's part of living in this area.
 - In the past, animal control has indicated they cannot do anything as well unless it's sick. We recommend taking proper precautions when walking outside at night.
- e. Concern raised by Unit #25 regarding mosquito spraying not being sufficient.
 - Warner indicated we do two spraying during mosquito season (free as part of the city).
 - Karthi also provided input as to what she does – do an additional spraying at my own cost and using citronella plants (placed around my deck). Please feel to reach out via ksubrama_5@hotmail.com for further information on this.

The meeting adjourned at 8:25 pm.

Respectfully submitted,
Karthi Subramanian

Karthi Subramanian
Secretary
Unit 11

Upcoming Sessions: Tuesdays

February 22nd – Virtual via zoom

March 22nd - Virtual via zoom

April 26th - Virtual via zoom

Executive Session -- 6:00PM

Open Community Session -- 7:15PM