

TREETOP PARK ANNUAL BOARD MEETING

Open Session

Wednesday January 22, 2020 – 7:00 pm

Tatnuk Bookstore

Attendees: 18 owners-at-large, 4 Trustees and Ex-officio

Trustee Attendees: Kathe Scott
Karthikeyini Subramanian
Tom Wolfe
Ding Han

Ex-officio: Warner Guild – Reliable Property Management

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The meeting was called to order at 7:05 pm

### Agenda and Minutes

1. **Approve Minutes of prior meeting:** Board approved Minutes of prior meeting.
2. **Introduction of Panel:** Introduced Board members and Reliable Property Manager
3. **Certification of proper notification of meeting**
4. **Certification of quorum:** did not meet quorum
  - a. Business only meeting with no elections
  - b. Given we have two candidates for two open position, we will not hold elections in 30-days.
  - c. Current Board will stay on.
5. **Minutes from last year's annual meeting:** Reviewed.
6. **Management Accomplishments:** Reviewed.
7. **Other business:**
  - a. Stumpy's work: stump grindings and trimming work will continue weather permitting. They will let Warner know a few days ahead of time.
  - b. Reminder Chimney cleaning is due this year (to applicable units)
  - c. Reminder that keeping decks safe during winter (cleared snow/ice) is unit owner's responsibility.
  - d. Take moss off of roofs: Board will be looking for vendors.
  - e. Deck cleaning/staining: Board will be looking for vendors.
  - f. Green Mountain: final repairs to the grounds will be completed in the Spring.
  - g. Landscaping/Snow Removal (Curtis): renewal this year; Board will obtain new bids.
  - h. Trash/Recycling (E.L Harvey): renewal this year; Board will obtain new bids.
  - i. Deck power washing/staining: plans to do it this year; Board will be looking for vendors.
  - j. Dryer vent cleaning: Warner to follow up with those who have not submitted proof as of today. We will ask them to do so by March 1<sup>st</sup> before assessing fines.
8. **Financial Reports:** Reviewed - Financials are looking good; building up reserves (on track).
9. **Election of new trustees:** Did not take place as quorum was not met.

10. **Fines/Process/Inspection:** Reviewed a summarized version of fine process and schedule; please refer to our website for details.
11. **Amendment:** Reviewed what our original by-laws stated for how we assessed fines; which we do not follow as it does not make practical sense. However, to be able to follow our current process, our lawyer has indicated we need to update our by-laws to reflect our process.
12. **New Business:**
  - a. Master Policy: Nick Kurowski (Unit 19) raised concerns that we have a low deductible; feels the increased cost on individual unit owners if we do increase deductible is worth it. Board will revisit this again this year.
  - b. Roofs: Sanjeev Joshi (Unit 60) inquired when roofs were last replaced. It was done in the years between 2003 and 2007; and should not need to be replaced for 25 to 30 years.
  - c. Sidewalks not being shoveled: Nick Kurowski (Unit 19) raised concerns that sidewalks by the main entrance where kids typically walk is unsafe and forces them to walk in the roadways which is just as unsafe.
    - i. Board will revisit this year as we obtain new bids.
  - d. Gutter Guards: Hasan Kayhan (Unit 25) to help prevent leaves/debris from going into gutters. Per Warner, it's not cost effective.
  - e. Driveway lights: Julia Candon (Unit 52) requested to set max settings. Warner will have Concord check the settings. Unfortunately, given MassSave did this well over a year ago, we can no longer swap out units unless it's not working.

The meeting was adjourned at 8:08 pm.

Respectfully submitted,  
*Karthi Subramanian*

Karthikeyini Subramanian  
Secretary  
Unit 11

**Upcoming Sessions: Wednesday**  
**February 26th - Central One Credit Union (40 South Street)**

**Executive Session -- 6:00PM**  
**Open Community Session -- 7:15PM**