

SUGARLOAF CONDOMINIUM ASSOCIATION

Annual Owners Meeting Minutes

March 21, 2024

Minutes of the annual owners meeting of the Sugarloaf Condominium Association, South Deerfield, MA, held at Frontier Regional School, 113 N. Main Street, South Deerfield, MA.

I. CALL TO ORDER

Meeting called to order at 5:30 p.m.

II. ROLL CALL

Board members present are as follows:

Mark Fabianowicz - President
Bruce St. Peters - Vice President
Sylvia Procopio - Treasurer
Thomas Wolslegel - Clerk

Others present are as follows:

(79) Unit Owners and residents of Sugarloaf Condominiums
Donna Golec - Owner, Kendrick Property Management (KPM)
Scott Savino - GM of Operations / Property Manager, KPM
Gretchen Bechta - Lead Property Relations Mgr/Office Mgr, KPM
Scott Eriksen - SCA Attorney, Perkins & Ancil P.C. of Westford, Massachusetts
Jade Rice - Notary, Greenfield Savings Bank

III. OF THE MINUTES OF THE PREVIOUS MEETING

- Resident Art Sumner made a motion, and was seconded by Paula O'Brien, to approve the March 2023 first annual owners meeting minutes. The Minutes were approved.

IV. PROPERTY MANAGER

a. Financial Report

- i. Donna Golec gave an overview of the benefits and need for condominiums to have property management. She explained the tasks they are responsible for, stressing the financial work they do for us. She introduced the KPM team and explained their tasks and also the structure of her operation.
- ii. Reviewed the Income and Expense report from 2023 explaining the larger costs incurred by the association.
- iii. Reviewed YTD financials for 2024.
- iv. update on our completed 2023 tax return. Mentioned our new certified public accountant - Courtney, Fink & Forbes, LLP and the review report they provided.
- v. Presented the budget for 2024. Board made a motion approve the 2024 budget, seconded, and approved by a vote of 4-0.

b. Maintenance Report

- i. Scott Savino reviewed projects completed in 2023.
- ii. He then discussed the process for reporting maintenance needs and some items that will be addressed in 2024.

V. TRUSTEE REPORT

- a. Mark Fabianowicz read a prepared address to the residents summarizing our first year as a Board. He then shared some personal thoughts in light of his resignation from the Board.

VI. OLD BUSINESS N/A

VII. NEW BUSINESS

- Donna explained the need for residents who received permission from the developer to expand beyond the gardening limits as stated in the Rules & Regulations to provide evidence of this permission to KPM.
- It was explained that easements need to be recorded with the registry. The intent is to protect the interests of the association and future owners.
- The same also applies to owners who had their basements remodeled.
- Owners are asked to identify themselves to KPM if either of the above applies.
- Brief discussion on our fine structure for violations of governing documents.
- Scott Eriksen of Perkins & Anctil gave a brief overview of condominium specific boundaries of ownership as it relates to responsibility of maintenance and repair for both the association and the owner.
- Scott discussed insurance considerations for both the owners and the association and the need to provide the association policy to the owners insurance company if necessary to clear up any confusion about what is covered.
- Scott explained the amendments to the Master Deed and Declaration of Trust & Bylaws. After each proposed amendment change was explained, a question and answer session was held. Scott gave reasons for each with emphasis on the ones that could affect insurance costs.
- (58) designated voter units were in attendance and (2) by proxy. Total of 85.71% quorum.
- For the Master Deed amendments, (31) submitted notarized paperwork indicating approval for a total of 44.269%. (16) more are needed to reach the minimum of (47) to pass.
- For the Declaration of Trust and Bylaw amendments, (33) submitted paperwork indicating approval for a total of 47.127%. (14) more are needed to reach the minimum of (47) to pass.
- Unit owners and residents who have not yet approved the amendments are encouraged to do so for the good of our association.
- Motion to accept two new trustees, seconded and approved. Congratulations and thanks to Marsha Martin and Leslie Dubinsky. Your willingness to serve our community is much appreciated.

VIII. OWNERS ISSUES AND CONCERNS

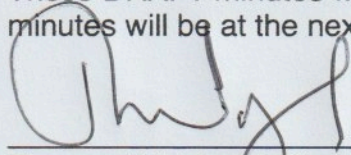
- Alan Swedlund read his prepared remarks requesting that the Board become more transparent in its deliberations and actions.
- Shirley Howard would like the voting process made more straight forward.
- Jean Reese asks that the address read by Mark be shared with owners & residents.
- Stephen DeGurski asked for more gatherings to discuss condominium issues. This was also expressed by Jean Reese.
- John Shanahan thanked the Board for the work done in the interests of the association and strongly encouraged the owners and residents to sign the

- paperwork indicating approval of the amendments.
- Suzanne Tromara had some questions about the listing sheet and difficulties for owners to inspect and repair as needed, items they are responsible for.
 - Since the meeting at this point was running long and people were leaving or no longer paying attention it was suggested to her to email KPM her concerns

X. ADJOURNMENT

- Motion to adjourn the meeting; seconded. Meeting was adjourned at 7:50 p.m.

These DRAFT minutes were reviewed by the Board of Trustees. Final approval of these minutes will be at the next annual owner's meeting in March 2025.



Thomas Wolslegel, Clerk

3-20-2025

Date