

# SPAULDING CONDOMINIUM ASSOCIATION

## UNIT OWNER'S ANNUAL MEETING MINUTES

Time and Place: November 3, 2022, 6:00 p.m.  
Via Zoom

Trustees Present: Susan Leary  
Saida Safie  
Jennifer Bednarczyk

Unit Owners Present: Michelle Thomas & Scott Pascoe  
Brett Bednarczyk  
Judith Fiola

Also Present: Donna Golec, Owner of Kendrick Property Management (KPM)

The annual Unit Owner's meeting was called to review the state of affairs of the condominium association, and to provide an opportunity for Unit Owners to raise any issues that relate to the ongoing maintenance of the building and grounds.

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The following meeting minutes were prepared by Donna Golec, Saida Safie & Jennifer Bednarczyk. Any exceptions and/or omissions should be noted by the pertinent party and should be submitted for clarification at the next Unit Owner's Annual Meeting.

- 1.0 The meeting was called to order at 6:05 p.m.
- 2.0 Quorum 87.90% (required > 51%)
- 3.0 Approval of Minutes: Reviewed the Unit Owner's minutes convened on November 3, 2021. **Voted**: Motion to accept the Minutes by J. Bednarczyk, 2<sup>nd</sup> S. Safie, unanimously accepted.
- 4.0 Property Manager's Financial Report:  
D. Golec provided the following overviews:
  - Financial overview for the year-to-date 2022:  
Donna informed about \$4,000 surplus on account.  
Jennifer inquired about the move to Peoples United Bank and the amount of \$423 of capital reserve that still needs to move back to our account. Donna said it will take a couple of weeks to finalize the transition.
  - Review & discussion of the proposed 2023 Budget.  
Clarified how the budget was determined which utilized year to date actual expenses & estimated expenses for the remainder of the year.
    - Discussed the pros & cons of 0% vs 2.5% condo fee increase.  
Jennifer and other owners agreed to no condo fee increase for 2023. Donna confirmed that our financial situation is stable without the increase.
    - Reviewed the monthly contribution to the Reserve, decided to contribute more into reserve rather than into checking account
    - Manager's fees increase to \$280/month

- Renewal of the condo insurance policy is due on 12/27/22, with the option of the umbrella coverage increase up to \$2mln
  - Peoples United Bank was purchased by M&T Bank. KPM does not have full access to Bill Pay or the ability to change the monthly transfer from the OP to the Reserve account.
  - Board approved moving the Association's funds to Peoples Bank. This setup is expected to be done in the next few weeks.

**Voted:** Motion to accept the 2023 Budget as is with no condo fee increase. Motion made by S. Safie, 2cd. by J. Bednarczyk and approved unanimously.

Manager's Maintenance report:

- The following items were completed in 2022:
  - Repair sidewalk cracks with different product used in 2021
  - Bushes pruned & trimmed, May and September
  - Wasps & Carpenter bee treatments completed
  - Installed "Private Property, No Turning" sign before mailbox bank
  - Spring Walk Around items completed:
    - Porch Posts at 77, Floorboard planking 79/81, Siding repairs 83/75, Areas around bulkheads repaired 83/77/75/69, Handrail 81.
    - Note: Owner's were very pleased with the workmanship provided by contractor, Corey Sualnier, on the siding.
  - Sill cock replaced, exterior water source side of building 2.
- The following items were identified for 2023:
  - Scott informed about the damage done by the lawn movers to his back porch: chunk of concrete missing between 73-75.
  - Jen suggested to review the condition of sidewalks during next spring walk. Chad will accompany the owners on spring walk, may be joined by Bob.
  - Susan commented about many unknowns in overall siding condition and staining. Donna confirmed that replacing of the whole siding would be very expensive. Owners decided to continue to address each year compromised areas on the siding & trim vs a full renovation.
  - Brett inquired about the next big project to complete besides the siding, and by Donna it would be repairing the parking areas.

5.0 Officers of the Board of Trustees: For the 2022-2023 year, the following owners were voted in and approved unanimously.

- Saida Safie
- Jennifer Bednarczyk
- Susan Leary

6.0 Old Business:

- Legal review-who is responsible for what & any needed updates for the insurance. On hold.
- Eversource Transmission Line replacement projects:

Owners discussed the overall experience working with Eversource team on planting and maintaining new trees and the relocation of the dumpster. Landscape crew did a good job and was very responsive. One of the pressing issues would be fixing the drainage area in front of dumpsters. The following issues will be monitored:

- Rebuild dumpster enclosure
- Correct potential runoff from the access road into the driveway area
- Fix the pavement cracks created by heavy equipment
- Replanting of vegetation on the hillside by tracks
- Susan will continue to be the lead contact with Eversource.
- Condition of Spaulding St has deteriorated due to heavy trucks. The Town of Amherst may be working with Eversource for future repairs that would include property end of Spaulding St.
- Pot hole located in front of mailboxes. Jen agreed to reach out to DPW.

6.0 New Business:

- Bear activity & birdfeeders – Bears have no fear and are becoming more aggressive. Birdfeeders should be limited in accordance to State of MA guidelines. Jen commented about the understanding neighbors have about the issue.
- Hose storage for the winter months & final watering schedule. Saida, Susan and Michelle offered to store the hoses for the winter.
- Landscape company – Owner's made note of staff sitting in the truck for up to a ½ hour smoking before starting to work. KPM stated that they are not paid by the hour but a fixed rate. Scott Pascoe stated that the mowers hit his patio & caused damage.

The next Annual Owner's meeting is scheduled for Wednesday, November 2, 2023, at 6:00 p.m. The meeting was adjourned at 7:30 p.m.