

** Village Annual Owners Meeting, Minutes ****
-06/26/2021

** Attendance

123 Steven McLeod - Proxy
124 David Parot - Proxy
125 Barry Compton - Not Represented
126 Angela Beaulieu - Present
127 Kurt Ries - Present
221 Chris Enman - Present
222 Colleen Perry - Present
223 Tammy McGuriman - Present
224 Robert Pesci - Not Represented
225 Michael Nielsen - Present
226 William Donahue - Not Represented
227 Kurt Ries - Present
228 Mike McKenna - Not Represented
321 Ernest Levesque III - Present
322 Jamison Ervin - Not Represented
323 Jennifer Bell - Not Represented
324 Phillip Angier - Present
325 Ippolita di Paola - Present
326 Naomi Hahr - Present
327 Tim Bergeron - Present
328 Michael Brigham - Present

* Met Assoc. 25% Quorum

** Elected Board Of Directors ****

Angela Beaulieu
Chris Puttick
Tammy McGuriman
Colleen Perry
Ippolita di Paola
Naomi Hahr
Phillip Angier
Tim Bergeron

* All current Directors 2 yr terms have expired
-It was discussed any owner behind in Assoc. Fees could not be on the board

Kurt Ries will be removed as a signer on the Association TD Bank account and Angela Beaulieu and Phillip Angier will be added as signers to the Association TD Bank account.

** Reviewed and Approved Budget ****

Village Condominium Association at Bolton Valley, Inc.
Budget Narrative for Fiscal Year 2021-22

** Income ****

Association Fees \$67,732.11 -Delinquent Brigham ~\$4k, Donahue ~\$500, McKenna ~\$6k
-Agreed upon payment plan not going well...

Laundry Income \$2,000.00 -changed Budget from \$2,200 to \$2,000
Additional Income \$0.00
TOTAL INCOME \$69,732.11

** Expenses ****

Reserves \$0.00 -Changed \$8k to \$0

-Putting away into reserves for the roofs last two years

Association Management \$8,400.00 -Been the same for 5/6 years

-Colleen has interested new Property Agent, no quote, no SOW as of yet

-It was discussed the current Property Agent not communicating well and not addressing owner issues

Chimneys \$200.00 -Changed from \$1k to \$200,

-Maintenance on units 221 & 324 only ~\$85 a piece

-It was discussed to be consistent w/ banning wood burning fireplaces

-Past discussions typically revolve around Property Values

Electricity \$3,500.00 -Changed Budget from \$2,500 to \$3,500

Fire Extinguishers \$250.00 -\$10 a fire extinguisher charge,

-May need to replace on occasion

-Good sell to Insurance company

Insurance \$16,153.00 -Changed from \$9,800 to \$16,153 current premium cost,

-Note actual is less as a portion of the monthly premium is at last year cost,

Insurance Self Insuring \$5,000.00 -Added line item to track costs,

-Provide the Directors the option to self insure to reduce claims

-Assoc. has been dropped by the insurance company in the past

-Hoping we do not need...

Laundry Maint \$500.00 -Laundry repair/room changed Budget from \$200 to \$500

Maintenance/Other -\$8,000.00 -Changed Budget from \$7,373.68 to \$8k

-e.g. No laundry repair, roter roter

-Assoc. does not always use all these funds, a portion could be allocated to Major Repair

Major Repairs \$12,000.00 -e.g. paint, wood rot, ramp repair, bldg repair

Postage and Copy \$500.00 -Change Budget from \$600 to \$500

Propane \$650.00 -Laundry Room

Roof \$1,000.00 -Roof leaks/repairs, no roof replacement costs

Rubbish Removal \$4,000.00 -Changed from \$3,300 to \$4,000

-Gauthier \$4k, plus food scrap \$120

Snow/Lawn \$11,000.00 -Changed Budget from \$8,610 to \$11k

-Mike Stomme \$8k snow, and \$3k lawns,

-Billing in arrears no invoice for 2020/21 yet

-The \$10k actual reflects last year

Sprinkler System Repair \$5,000.00 -Changed Budget from \$3k to \$5k

-Fix Air leak in attic 4/5 times,

-This thing is a bottomless money pit, required by State and Insurance

Sprinkler/Unit Monitoring \$500.00 -e.g Inspection & monitor cost

Supplies \$250.00 -e.g office supplies for assoc.

Storm Water Permit \$50.00 -No charge in several years,
-Kurt's understanding Village still responsible
-Resort is getting/renewing their permits

** TOTAL EXPENSE \$76,953.00

Last Fiscal Year 'actual income - actual expense' = \$10,928.26
-Few repairs made last year, agreed to use this FY

'Budget Income - Budget Expense' = -\$7,220.89
-7 grand in the hole,
-Given we did not do the majority of the repairs last year, they hit this year

06/01/21 Ending Balance Checking Acct. \$51,580.88
-Agreed the minimum cash reserve the Assoc. we can tolerate is \$40k
-Hence checking account hits \$40k, time to look at raising Assoc. fees

06/01/21 Money Market Reserves \$50,700.36
-Roof est ~\$42,000 w/ no plywood, funds spoken for Bldg A roof

It was discussed maybe to use part of these funds for this FY Major Repair
-It was discussed to not to use these fund for other purposes until the roof is complete, typically when contractor tears into these type of projects, it gets significantly more expense then what was quoted.

** End Budget Narrative ****

** Maintenance Task List 2021/2022 ****
-06/23/2021
-No particular order and prioritized P1, P2 & P3; P1 being highest priority

Discussed reinstating the Owners Memos to help address reoccurring issue.
-Fireplaces, Barbecues, trash, recycling, parking
-Same issues keep coming up every year
-Memos are a good sell to the Insurance company's also

This plan revolves around general contractor Mike McIntyre to do a wide variety of work, and is our main/only contractor.
-Mike has done good General Contractor work for us over many years and lives at bottom of hill for quick responses to small tasks
-Contractors are not flocking to Bolton Valley to do work

Assoc. should be lining up contractors now for next year, finding contractors in June for work the same summer is typically problematic.

** Village Assoc. not current with Vermont Secretary Of State, in terminated status
<https://bizfilings.vermont.gov/online/BusinessInquire/BusinessInformation?businessID=75495>
-06/04/21 going to hold off for now, believe we only need for bank loans

** 06/18/21 Steve McLeod Propane Group rates,
Property agent spoke to Bourne, they said contract has expired.

Bourne cannot do group price now, need to wait until August/September see what propane costs will be.

Assoc. getting group rates from Bourne is a noticeable savings for owners

-It was agreed to have Assoc. pursue propane group rates this year

** 06/02/21 Steve McLeod - Champlain Valley Weatherization Service

Phil did get the Application packet from the Champlain Valley Weatherization Service, but has not filled it out.

The key question is whether the insulation program is income based or free to all. If it's income based, Village Condominium Assn. probably doesn't qualify for the program, because most Village residents are above poverty level.

So, we decided Phil would get a weather report as to what the odds are of Village Condos. qualifying for the program, and we would decide whether to proceed with our effort. There are some weatherization programs that are not income based....that's why we've taken the process this far.

Phil is going to get back to me once he gets the above information. We'll put you in the loop as soon as we know the prognosis. The status of this project with Dave Parot was I made him aware that I'd like to find out if we qualified for free or bargain insulation benefits, and Phil and I would get back to him and Dave was all fine with that.

That's where we are.

-Steve

* It was agreed to continue discovery on this.

** Building Insurance - P1

Last years premium was \$14,459, this year it is \$16,153 for an increase of \$1,694/yr.

Bids show unwillingness to Insure Village because of Number of claims, Rental Pool and Wood burning Fireplaces/Stoves; Barbecues already banned.

-We are at risk here again, all alternate bids providers have rejected us

-We have been dropped by insurance company's in past; had to go to High Risk \$\$\$ coverage at close to three times the cost

-Need to continue to budget for self insuring and not putting in claims for under a few \$thousand

-It was discussed the Owner Memos should be reinstated to ensure Owners are aware of Fireplaces, and Barbecue restrictions

-Memos are a good sell to Insurance company's also

06/04/21 Actual Premium starts in March for 9 months

Joe Boylan spoke with Dave Schram our insurance agent, recommending sticking with Nationwide, he is OK with 2 wood burners.

-Added an Insurance Self Insuring \$5k budget line item

It was discussed our bi-laws and Rules and Regulations documents were revised to clearly identify who is responsible for what.

-Everything was going against the Assoc. insurance

Also note the original intent of the 2015 owner assessments increase were to change by the actual annual insurance premiums; which is a lot more now.

-We are not changing the current Owner assessments, at this time

** Building B outside lights on all time - P2
-We should consider moving sensor from under tower
-Been on for years

05/17/21 - Joe Boylan Lights on ramps repaired - moved sensor Bldg B out a foot and adjusted bldg A

-Discussed putting on timer versus day light sensor
-Bldg A lights are still staying on
-Bldg B seems to be working

** #127 Walkway collapsing by entry door - P1

06/04/21 - Joe Boylan going to have Mike take a look, could be hangers to the bldg
-06/17/21 Mike M completed, screwed down planks on walk surface and stairs
-Replaced a few deck hangers

** Sewer clean out - P2

We had been ensuring the sewer lines from each condo stack is cleaned out ever 5-years.

-327/227/127 stack is completed fix several issues, other stack sewer line should be checked
-This can be a real mess, in the ground level units
-06/04/21 Not certain when the lines were last maintained, three years ago maybe?
-Discussed not pursuing additional maintenance this year

** Bldg B Retaining wall, snow removal damaged - P2

-It was agreed in last Annual Owners meeting to have repaired by snow removal contractor
-06/21/21 - Joe Boylan going to have Mike M fix

** Snow and Lawn Maintenance

Mike Stomme \$8k snow \$3k lawns, does other Assoc, on the Mountain
Billing in arrears no invoice for 2020/21 yet, the \$10k in budget reflects last year costs.

Do not have signed contract, nor written SOW

-Discussed not doing a good job of Snow removal or Lawn mowing
-Discussed putting ramp sand buckets back on each ramp

Joe B getting Mike Stomme to estimate parking lot repairs

-Probably involves grading, and rolling in aggregate

Colleen, lawn mow exterior damage to siding

-Doing shoty mowing and damage to property
-Sometimes Ramps to not get shoveled for days

** Parking lot Repair - P2

Getting a pretty big hole bldg B parking lot

Past years brought in aggregate and rolled in

06/04/21 Joe Boylan going to talk to Dave P, Atwood retired

06/22/21 Joe Boylan getting bid from Mike Stomme

** Trash / recycling and storage shed - P2

- What could we do to spruce/clean up, does get pretty bad
- Have Storage shed cleaned out, deal with rodents
- Trash building up outside and along side shed
- Discussed reinstating Owner Memo helps owners do the right thing
- 06/02/21 Gauthier \$4k, plus food scrap \$120, no contract/SOW

06/04/21 Mike M to clean out shed trash, using Joe's trailer
also cleaning out along side trash shed.

Mike M to look at trash and shed bldgs, paint outside new inside walls recycle
-no new inside wall on trash side??

** Parking lot chain at end of lot - P3
Post and chain broke off, probably from snow removal
-May not need this any longer, just clean up

06/04/21 Joe Boylan will clean up w/ the shed clean out

** Pest Control
Mice, we have had a resurgence in Bld B - P1
Owners distributing mouse poison in their units
Need poison in attic and maybe more ground poison traps
05/17/21 - Joe Boylan contractors distributed poison blocks in attic of both bldgs.

Trash and recycling shed mice/red squirrels - P2
Rodents have Trash/Recycling holes going into storage shed
-06/04/21 discussed need to get shed cleaned out and address rodent issues
-Someone removed Mikes M live trap from the trash room??

We have looked into putting USPS mail boxes into shed area.

** Storm Water / Snow Run Off - P1
-Ensure apron drains are working
-Ensure run off ditches are working
-Entire Mountain draining through our parking lot, this can get ugly in a hurry

Bldg B apron drain extension, put in several years ago, is gone, completely filled
in with grass
-Not convenience this drain ever worked and should not be repaired
-Not pursuing this year

06/04/21 Joe Boylan to look at culvert collapsing NW corner of Parking lot
Joe B to repair.

Also discussed getting someone, civil engineer type, to make recommendations on
water drainage at base of bldgs
-Joe to call a civil engineer type and get suggestions
-Bldg B sinking, foundation noticeable closer to ground level now
-Bldg A seems to be better

** Door water infiltration 327/227/127 and 325/225/125 - P1
Probably caused by flashing under unit doors, fair amount of damage to door frames
-It was agreed last Annual owners meeting to have repaired by roofing contractor

06/04/21 Joe Boylan going to find contractor, Dave AATEK Bldg B roofer does not
want to do.
-Discussed ramp screens, similar to what we installed Bldg A, but need to repair
flashing also

06/22/21 roofing contractor does not want to do, Joe B having Mike M take a look.

** Bldg A Roof, Dave @ AATEK ROOFING - P2
Bldg B roof complete, we may have all the leaks stopped...
Bldg A ~\$40K, same contractor that completed Bldg B

- Joe B looking for approval to put down deposit to have done in August
- AATEK ROOFING is no longer interested

06/04/21 Joe Boylan - Phil getting Bldg A roof bids
No roof leaks at bldg A, could have 3yrs left on shingle spec?
Assoc. Reserve is set aside for Bldg A roof.

* Phil presented bid for Bldg A roof from 'Friend Construction' \$36,150.00
Remove existing roofing and related flashing. Re-nail existing sheathing. Install new 8" drip edges, pipe flashing boots, any counter flashings, install 2 rows of ice and watershield on all eve ends and in all valley finishing with synthetic paper over remaining area. Install CertainTeed Landmark lifetime architectural shingles. Includes removal of associated debris based on one layer of old shingle tear off. All Shingles include a 4 Star Sure Start Warranty and upgraded wind warranty from 110 MPH to 130 MPH.

- Does not include replacement of plywood sheathing
- Needs to be done this year

** New Washer and Dryer - P3

Starting to be notable maintenance cost, just repaired 2021

- Joe B has quote on replacement washer/Dryer est ~\$1.500 each, also charges user more

- 06/04/21 Discussed plan to replace machines as they have any costly failures

2020/21 repairs

215.50 annual inspection of machines

191.00 repairs to washer machine

324.39 repairs to dryer

281.95 repairs to dryer

280.00 repairs to laundry room after small heater fire

320.15 electrician to repair heater after fire

Total of \$1,612.99

** Painting/Staining - P1

Brown is not completed 2020/2021,

- Not completed decks - Phil 324, Dave 124, Rob 224 and Ernest 321

- Decks staining not holding up well, never has

Discussed in past pressure washing raises the grain of wood and cause more damage then necessary. A good painter should know what they are doing.

Discussed Green staining on docket to be completed this year

- Going to be a lot of rot...

- Need to include trash and shed bldgs also

- w/o rot wood ROM \$3500-4000 for 4 tower, just stain outside

- Discussed we want inside of towers done also

Ramp Walk surface staining, only lasts a few months, we really need to find another solution.

- Discussed w/ Joe B, not staining grey walk surface and be more aggressive in replacing rotted wood with pressure treated lumber, and not staining.

- Discussed using compost materials

05/29/21 Mike McIntyre started on green tower painting

- Specified there is going to be a lot of rot and structural damage

- Mike McIntyre hired the painters, not the Assoc.

- Ernest Levesque notified Property Agent job not being done properly

-Joe Boylan spoke to Mike M to ensure they are replacing rotted/bad wood siding, prepping for staining properly and structure repairs

06/22/21 Mike McIntyre stopped all work on the Green staining and repair work.
-No grounds cleanup has been done

So far at a cost of ~\$6,500, painters were a premium cost, ~\$1,800 was material.
-Bldg B far right tower should be completed, bldg B left tower needs another coat of stain.
-Bldg A, Shed and trash room not started

* Contractor discussions

Mike and Allan painters, contacted Russ wood Colchester to spray paint,

Wood expensive up 200%, discussed replacing all exterior/barn board on towers, trash and shed, ROM costs prohibitive at ~\$10k each.

** May 4, 2021 Chris Enman 221

Decks, Fascia and soffit vents need repair

Damage around the windows and doors where water is able to get in
Unit window missing clad on parking lot side

** Fire Places

Ash Cans been full all year - P1

-Annual Chimney cleaning / Maintenance, just doing 221 & 324
-Joe B emptied and will continue to empty on regular bases

** Communal Grilling Area P3

Never ending complaints when grilling was allowed on grounds.

Kurt sat down with our Insurance Agent Dave Schram, ~10 yrs ago, and they seemed to be fine with a communal grilling area. As long as we comply with fire code regulations; such as storage of propane tanks in around the buildings.

Location, no one wants in their back yard, would need to be located in the parking lot area.

* Past discussions tend to revolve around these issues

Who will maintain, store, clean up, supplies

who will address complaints,

Who will pay for supplies, theft, damage/repairs

Ground floor units have no more rights to the common area grounds than any other owners

** Invasive Species - P3

Autumn Olive North end of parking lot

<https://www.nature.org/en-us/about-us/where-we-work/united-states/indiana/stories-in-indiana/autumn-olive/>

-06/04/21 not pursuing at this time

** Unexpected Costs - P2

-Unit water damage

-Unit fire damage

-Structure / cosmetic wood rot

** Owners Committees - P3

Save Assoc. cost, also helps to ensure smaller lower priority tasks get done

- Grounds clean up
- Ash Can maintenance
- Trash / Recycling clean up
- Building Maintenance needs
- Laundry room communal bulletin board, per bi-Laws

** End Task List ****

** End Minutes ****