

# **Carrington Farms Condominium Association**

## **BOD Meeting Minutes**

**April 6, 2011**

Call to order: 6:15pm

Roll Call: Mike DePalma, Shannon & Gary Woscyna, Steve Vallier, Peter Dolloff, Brian Wilkinson

& Jan Hammond as scribe.

1. **Financials** – Condo fee collections were reviewed.

**Action item:** (Jan will email Sequel's payment plan for units in arrears. February financials will also be emailed to board members for review).

2. **Ice Dams** – repairs are completed – patched and restored to original state.

Preventative work done on 2<sup>nd</sup> floor unit – sealed up cracks and reinsulated.

Other buildings may need some repair to prevent future pipes bursting.

Roofing maintenance/ice dams repairs - ice & water shields for Bldg 4 – strip & re-shingle.

**Action Item:** (Peter to get quotes for next meeting)

3. **Fence Repair** – temporary repairs was done to secure. Gate City Fence Company completed work. Driver at fault has no insurance and speaks very little English. Police on-site did not file traffic violation.

**Action Item:** (Steve to call the State to file police report - just in case driver defaults on payment plan – state will pull his license).

4. **Landscape Proposal Review** – Several quotes were reviewed. After much discussion, Sequel's bid was approved @ a discounted price.

5. **Pool Signage** – New signage is needed for pool area

- a. Adult Supervision
- b. Swim at your own risk
- c. Post Rules & Regs
- d. No Running/ No Diving
- e. After Hours Police take notice

New pool chairs are needed – everyone keep a look out for good pricing/sales.

**Action Item:** (Jan to get pricing for new signs)

(Peter to assign pool maintenance person/clean out cig cans)

6. **Improvement Project - Common Area Hallways:** Mike showed a photo presentation of examples from North End Estates - ceilings, walls, paint, etc... much discussion around options

to consider. More quotes are needed in order to lay plan to present at Annual Meeting. Goal is to begin project in Fall.

**Action Items:** (Gary will get quotes for electrical, magnetic doors & carpet)  
(Peter/Steve to get quotes on wall treatment, drop ceiling, paint, carpet and subfloor) – Jan will get pricing for bulletin board w/lock for mailbox area.

7. **Dumpsters** – Reviewed several quotes and options. All agreed that Casella Waste is the best choice for our efforts to recycle and improve trash removal. Much discussion was on the placement options of new dumpsters and recycling single-stream dumpster.

**Action Item:** (Steve will contact Allied Waste and work out of our current contract – then contact Casella Waste to make arrangements for delivery of new dumpsters. Steve will also coordinate work on existing dumpster pads to modify for new dumpsters.)

**Once new dumpsters are in place** – new signage will be needed for recycling instructions. – Jan will order signs as needed.

8. **Misc - Work Orders/Notices to Post:**

- Bldg 1 – fire door glass needs replacement (will no wire)
- Bldg 1 & 6 – birds getting in & out of dryer vents
- Send Notice – no storage in hallways / no shoes in hallways – shoes will be removed if found in hallways.
- Send letter to unit owner in 4-16 – please do not hang shower curtains on balcony
- Send notice – bi-laws require that all window curtains be white
- Mike to call Nashua Wallpaper regarding repair needed on landing carpeting
- Cover gutters at base of building with mulch to hide this eye sore
- Mike to post warning on Mustang w/ tarp over it and 4-door Chevy is unregistered
- Clean out light fixtures – dead bugs are filling up in all fixtures
- Peter to get 2-3 quotes to re-stripe the parking space stripes – white or yellow (TBD)

Meeting Adjourned at 9:15pm

Meeting Minutes submitted by Jan Hammond

**Next BOD Meeting – May 18 @ 6pm**

**Topics to add/discuss at next meeting: budget for picnic tables**

**Annual Meeting Date: June 22 @ Woodview Club House in Manchester**

**Topics to present at Annual Meeting: Hall Rehab, Notice of Change in Policy for No grills on property**