

HILLSBORO COVE CONDOMINIUM BOARD of DIRECTORS' MEETING MINUTES 5/8/17

President Mike Corcoran called the meeting to order at 10:00 am in the Clubhouse. After verifying that it had been duly posted, he asked the Secretary, Lou Buscemi, to call the roll. All Board members (except Fred Kraske) were in attendance including Bob Lorang, the Property Manager. Mike then asked for a motion to dispense with the reading and acceptance of the minutes of the last meeting. Donna so moved; seconded by Lou and the motion carried. Mike then continued with the Agenda items.

NEW BUSINESS

FENCE AROUND KAYAK AREA:

A kayak (value \$600) was stolen recently. Several suggestions were made by the Board and residents to try to make the area more secure. Nick's proposal of an 8 foot fence around a part of the area would be a good start. Mike proposed a motion to move forward with the idea of the fence. Donna so moved. Lou seconded and the motion carried.

BULLETIN BOARDS AND PAINTING OF GROUND FLOOR WALKWAYS:

The Bulletin Board project has been postponed. However, the first floor walkways will be painted starting on May 29.

OFFICIALLY SWITCHING PARKING SPACES:

Our Attorney informed us that according to our Documents, parking spaces were assigned at the time of purchase. They are considered part of the unit. If a resident wishes to exchange a parking space with another resident, he may do so. However, it is a temporary exchange. This means that when either unit is sold, the parking space reverts back to the space number originally assigned.

FIRE ALARM UPGRADE:

A year and a half ago, the fire alarm system failed in West Harbor. Temporary repairs were made. In the 2017 Budget, we included \$25,000 for the completion of the upgrade. The Fire Marshall informed us that the new code now requires SOUNDERS in every bedroom. To do this upgrade in West Harbor will cost \$64,000. There is no deadline at this time to complete the upgrade. In the meantime, we will continue to do the necessary repairs until we are able to fund the considerable increase for this project.

COMMITTEE GUIDELINES:

The Board felt a need to clarify the concept of committees. Mike asked a resident, Rose Sexton, to research and report back to the Board on how committees are supposed to be organized and operate. Rose gave a comprehensive presentation at the board meeting of 5/3/17 and it was discovered that some aspects of committees (finances) are governed by statute, our documents and previous Board resolutions. A short discussion with our attorney clarified the few remaining questions. Mike said that the Board is moving towards a "Committee Guidelines" booklet that Rose will organize with input from the Board.

BOB LORANG'S UNUSED VACATION SCHEDULE:

Bob has accumulated a considerable number of vacation days. With Board approval, he will be using them in the following way: he will be off Tuesday, Wednesday and Thursday through the month of July.

OLD BUSINESS

BIKE STORAGE:

There have been many suggestions for dealing with this problem. Before proceeding any further, the best plan is to have feedback from owners. Mike asked for a motion to conduct a survey to determine how many bike owners are involved and would be willing to pay nominal fee for storage. Lou so moved; it was seconded by Donna and the motion carried.

OPTICALTEL STATUS:

Mike reported that the new Channel Line-up will be available for distribution shortly. Information concerning the setup for On-Demand and additional details related to Opticatel will also be available in the Office.

PARKING ENFORCEMENT/GRANDFATHERING OF VEHICLES:

Mike requested a motion to move forward with the "grandfathering" of all non-conforming vehicles (those exceeding size limitations) and the republishing of our Documents related to size limitations. Donna so moved; Lou seconded and the motion carried. Mike will request details from our Attorney on the procedure to accomplish this action.

SUMMER BOARD MEETING SCHEDULE:

There will only be one Meeting each month (June, July, August, September). The schedule has been posted on the Bulletin Boards.

RECONSTRUCTION OF STORAGE ROOMS:

This project was recently started in Eastport using our maintenance crew. Unfortunately, it had to be suspended indefinitely. One of the maintenance men required surgery. You will be notified in advance when work will be resumed.

COMMITTEE REPORTS**TREASURER'S REPORT (GLENN BAKER):**

The 2016 Audit has been completed. There were no issues or problems with it. The project on the roofs of West Harbor and Center Harbor were completed. Also, the Pool project was successfully completed. All in all, it was a good year! With all the expenditures, we ended the year with a balance of \$200,000. This year we'll focus on building our reserves to cover Eastport concrete restoration and roofing in 2018.

LANDSCAPING (JUDY MARTIN):

Judy outlined new projects for the year:

- planting 8 buttonwood trees behind WH
- cleaning-up the Back 40 and kayak areas
- edging the planting areas in front of the Clubhouse, the Pool and the Flagpole garden
- increasing the sound barrier plantings behind the pool

SOCIAL COMMITTEE (LAURA EVANS):

Laura reported that this is her last report. She is retiring as Chair of the Committee and received an enthusiastic round of applause for the outstanding job that she has done. The past month has been a very active one for them. The upcoming June activities are posted on the Bulletin Board. Financially, the Committee is a good shape. Their funds as of April 30 are: \$5,335.90, Petty Cash - \$444.60, Bank Account \$4,891.30.

ADJOURNMENT

At 12:10 Mike requested a motion to adjourn. Lou so moved; Donna seconded and the motion carried.

Louis Buscemi,

Secretary