

# HILLSBORO COVE CONDOMINIUM ASSOCIATION

Board of Directors Meeting - November 12, 2014

## MINUTES

President Lou Buscemi opened the meeting in the clubhouse at 7:07 pm. He welcomed Emily Murphy to the Board as the Secretary, following the resignation of the previous Secretary, Rose Sexton. After verifying that the meeting had been duly posted 48 hours in advance, the Secretary called the roll. Directors present were Lou Buscemi, Sara Bridger, John Evans, Nick Marchione, Nancy McCue, and Emily Murphy. Mary Ellen Palenchar was still recovering from a recent illness, and those present wished her a speedy recovery.

The President asked for a motion to dispense with the reading of the Minutes of the June 24, 2014, meeting and to accept them as written and posted on the Hillsboro Cove website. Sara Bridger so moved, Nancy McCue seconded, and the motion carried.

### **New Business**

The President explained that the main purpose of this meeting was to allow the Treasurer, Sara Bridger, to present the proposed 2015 budget to those present and allowing residents to ask general questions regarding the budget. Sara explained that a line by line discussion had taken place at the recent afternoon two-hour budget presentation on November 3<sup>rd</sup>. At this meeting she shared highlights from the proposed 2015 budget, explaining that the budget was based on a 4% increase if the residents choose to partially fund the reserves. If they choose to fully fund it this year, the increase would be 21.64%. If the residents choose no funding, all projects would require a special assessment.

Sara noted one mistake in the budget that was not caught early enough to be corrected. The Cable TV fee should read \$67.50 per unit per quarter instead of the \$64.50 that is printed in the budget. A note indicating the correct amount will be included with the January bill. Sara went on to explain how they had arrived at these budget amounts. She read highlights from the proposed budget.

Frank Kramer raised a question regarding how the Board decides to spend money that is left over at the end of the year. Sara replied that a request for a "wish list" was sent out to ask residents how they would like to see left over money spent. Five people replied. The Board made the decision. Frank suggested a committee outside the Board should make the decision. Judy Martin replied that she felt the Board is representative of the residents and they should make the decision. The President pointed out that there is an election each year for residents to choose representation. Jerry Cutler asked if there was a cap on the excess amount left over. The President pointed out that there is not enough left over to worry about a cap.

Sara pointed out that the loan will be over in mid 2015, so the amount will be smaller than in the past. The balance will go into the reserves. The reserves for 2015 are focused on the roof replacement and air conditioning stands for West Harbor. In 2017 we will have the money for Center Harbor. We've been saving money for these replacements so there will not be an assessment needed. In addition, we have allocated money for the sealing coat that is done every three years. There will be more work on the docks and pilings, but that money comes only from the dock account. We have another year to complete the payments for the work done on Eastport's cooling towers. The assessment amount remains the same for another year.

Sara reminded residents that they can vote for the 4% partial funding, the 21.64 full funding, or no funding of the budget. She then announced that after 11 years she has resigned her Board position, effective November 13, and will be moving closer to family. Residents in the audience and Board members expressed their thanks to Sara for her service and expressed best wishes to Sara and her husband.

President Lou Buscemi asked for a motion to send out the proposed 2015 budget to all residents with a request for their vote on the reserves. Nancy McCue made the motion and Emily Murphy seconded. The motion carried unanimously. The President reminded the residents of the December 3<sup>rd</sup> Board Meeting\* to count the votes and to formalize the 2015 budget. The date of the Board meeting was later changed to December 2<sup>nd</sup>.

## **Board Reports**

**Dockmaster:** Dockmaster Nick Marchione reported that the dock account currently has a balance of \$29,220.41. By the first of the year they had spent \$21,400 on new pilings. We have 1490 feet of main dock and about 1500 feet of piers. He is looking at a five year plan for replacing a certain amount of it. Also, the dock electric is old and doesn't meet code, so upgrades to the electric will be expensive. In light of these needs, Nick proposed a 30 cent increase per foot, increasing from 1.45 to 1.75 in the dock fee as of January.

The President asked for a motion to raise the dock fee by 30 cents per foot per quarter. Nancy McCue so moved and Emily Murphy seconded. The motion passed.

## **Committee Reports**

**Library Committee:** Pat Davis reported for the library committee and invited all residents to visit the new library. She also welcomed all donations to add to the collection.

**Document Revision Committee:** Nancy McCue reported that the committee of about 18 members is working on the draft revision on the Declaration of Condominiums

provided by our attorneys. This document is our "Bible" and we've worked for five meetings going over it and making further revisions. The committee will make a recommendation to the Board and then it will be further reviewed by the Board. After their approval, it will go back to the attorneys to be sure our recommended changes are legally sufficient. We will put together a highlighted version of major changes and present them for the residents at meetings to be sure everyone understands the changes and to offer input. Finally it will go out for a vote. After it is approved, we will begin working on the Articles of Incorporation and the Bylaws.

**Communication Committee:** Nancy McCue reported on the progress. Rose Sexton had started the committee, and Nancy and Ray Moore are now co-chairing it. Nancy talked about the request for a vote from the Board for Fluid Surveys to provide services for us. The cost is \$184 for a year. Hal Allen will be working on the surveys. The purpose of the surveys is to get your feelings and feedback on various topics. The committee is recommending these surveys to the board. They will be much shorter than the previous survey we sent out, 103 of which were returned. Nancy made the motion to approve a one year contract with Fluid Surveys for \$184 to conduct a variety of surveys. John Evans seconded. The motion passed with five votes for.

**Social Activities and Clubhouse:** John Evans reported that we have \$1800 in the social account. There is no budget for social activities, so money collected at these activities goes into the account. He mentioned that he now has a committee helping him plan various events. He reviewed upcoming social activities for the year. New furniture for the clubhouse will arrive on the 21<sup>st</sup>.

**Neighbors For Neighbors:** Judy Martin reported on the new Neighbors For Neighbors committee. Judy asked for a co-chair who is computer literate to help out. She is asking for one person for each floor to volunteer to provide assistance in resources for the residents on that floor. She still needs three volunteers in Eastport for floors three, eight, and nine and two volunteers in Center Harbor for the second and third floors. John Evans reminded everyone that we do have a supply of medical equipment stored in a room in Eastport. The Neighbors For Neighbors Committee will start in January.

**Landscaping:** Judy Martin needs someone here between December 10 and January 5 who can check on plants in front of the clubhouse and in the flagpole garden to make sure they are watered when needed. She always needs people who can trim and pull weeds from time to time.

### **Manager's Report:**

Bob Lorang addressed a question about new signs at the front entrances. The problem is that the building code now allows just one sign in the center median. The current signs were repainted to provide a more updated look. He is open to ideas. Replacement

luggage carts, replacement doors for the dumpster room for Center Harbor and West Harbor are on the wish list.

In 2015 we will move ahead with substantial projects. Replacement of the roof and the air conditioner stands for West Harbor will be funded through the reserves. The swimming pool and pool area renovation project is still in the planning stages. In 2014 we hired an engineering firm to provide a design plan for renovating the pool area and pool structure. Because of the West Harbor project expenses, the pool project will be postponed beyond 2015. Still pending for the pool project planning is the formal presentation of design plans to our homeowners. Discussion, selection, and agreement of pool improvements will involve two parts. The primary consideration will involve needed rehabilitation repairs that will not require a unit owner vote. The secondary considerations will involve several renovation decisions and will require an owner vote on material alterations not currently a part of our pool design as it now exists.

The items proposed as material alteration changes are:

- Installation of two seating benches in the shallow end on opposing sidewalls that include a therapy jet system.
- Reduction of the pool's deep end of eight feet to a new depth of five feet to allow for the removal of the floating line and to afford more usable pool area for average height persons.

The President asked for a motion to adjourn at 8:18 pm. Sara Bridger so moved, and Nancy McCue seconded. The motion was unanimously approved.

Emily Murphy, Secretary