Meadows Fall Meeting Minutes
October 13, 2021

ATTENDEES: Fred & Beth Peteet, Greg Echele, Lynn Caputo, Tom & Gayle Hofmann, Larry & Jan Tremblay, Celeste & Hal Armstrong, Bob & Shannon Christy, Chris & Jack Sale, Jane & Greg Blanc. Jill Tourtellot, Jack & Nancy Hoopes. 19 attended, 11 of 23 households represented (48%).

Lynn welcomed everyone to the meeting and explained that Bob LeBoeuf's absence was due to surgery yesterday for a partially detached retina. He is doing well. In his absence, Jack and Lynn will do their best to provide all the necessary information.

BUDGET PROCESS

Lynn explained that each year the MSC Committee reviews the past year's expenses and analyzes anticipated expenses and projects for the coming year. The proposed Meadows Budget for 2022 that we will be reviewing consists of the dollars required for maintenance of the structures and landscape for the townhomes.
The proposed budget will be presented to the HOA Board where any revisions will be made. A vote on this budget as well as the Village Park budget will be taken at the HOA annual meeting.

PROPOSED 2021 BUDGET

PROPOSED LANDSCAPE BUDGET REVIEW (LYNN)
(Please refer to documents sent prior to meeting)

Lynn thanked Jill Tourtellot for her time and effort, not only in working with TPS but in helping with the Park project and the many homeowner requests we received this year.

LANDSCAPE CONTRACT DETAIL

Regarding the landscape contract detail, the following explanations for increase/decrease were provided:
Property Maintenance - 4% increase in TPS landscape maintenance contract, two additional lawn amendments added back in to help keep weeds down in lawns and increase turf health and one additional treatment of the hillside behind Units 2-12.

Landscape Special Projects - In 2019 landscape committee began an ongoing project to remove problem and overgrown shrubs and replace them with more appropriately sized shrubs that require less care and also update the overall appearance of the Meadows. For next year, to accomplish more of the needed renovations more quickly, we propose applying the saving on mulch in 2022 to offset a portion of the costs for renovation of the foundation plantings and driveway areas where most needed.
Special projects show a proposed increase of $2590.86. This includes two mole treatments a year which consists of grub control. Volunteers will spread the product and product costs are

estimated at $400 per treatment. Hemlock treatment reserve of $225 is the same as last year. We have an ongoing problem with adelgid infestations and need the treatments periodically to hopefully keep these trees healthy. Reserve for miscellaneous is $700, unchanged from last year. Proposed planned projects totaling $4,933.84 were decided solely on our opinion of "most needed" renovations. We will continue to use volunteer labor wherever feasible.
To recap, they include:

Driveway yew removal and replacement & drainage revamp where necessary between Units 2/4 and 36/38. Volunteers to do removal this Fall. TPS to install new plants and revamp drainage in Spring.

Overgrown foundation and side yard shrub removal and replacement and reduction of mulch beds where possible at the following units:

TPS – Units 2, 30, 50 & 52

Volunteer efforts - Units 3, 36 & Park

In some instances, plants will be removed and not replaced as plantings are too dense.

Mulch - For next year only, we are trying to reduce the mulch cost by 40% by omitting new mulch in rear yards and in areas that are not visible from the street or contain excessive amount of mulch already. In addition, we have begun reducing the size of mulch beds throughout the Meadows as we renovate landscaping and will continue to do so going forward. By adding larger grass areas, we should be able to permanently reduce the yearly cost for mulch within the next few years. Mulch expenditure shows a proposed decrease of $1,708. It was pointed out that that the savings is actually over $2,200 because the cost of the additional 10 yds of mulch needed this year is not reflected in the 2021 budget number.

PROPOSED MAINTENANCE BUDGET REVIEW (JACK)
(Please reference document sent prior to meeting)

It was noted that irrigation repairs show an increase of $50 and scheduled irrigation maintenance shows an increase of $40. These are quote increases from K2, but Jack noted they have not raised their prices in two years. The other proposed increase is in Meadows General Maintenance in the amount of $2,000. Greg said we quoted out 4 drainage projects in 2021 but with the increased price of quotes and other issues with Covid, we decided to wait and address all four projects in 2022. We have not spent the $3,000 from the 2021 budget and will combine it with the increase to handle cost increases as well as maintenance items that occur in an aging community. Jack mentioned how fortunate we are to have Greg and others with the expertise to help in obtaining quotes and overseeing the work.
Painting runs approximately $10,000 per building and the paint schedule runs in cycles where some years are more costly than others. Annualizing the overall projected cost builds the reserve to prevent the possibility of a one-time assessment. Most of the allocated amount for deck refinishing has not been used in 2021 because Bob LeBoeuf has been doing that work and he and Greg Blanc have been repainting the railings. These efforts were due to the fact that during Covid, the company we previously used was unable to find workers and new quotes were more than double what we had been paying. However, it is unrealistic to expect to rely

on continued volunteer labor to handle these maintenance needs, so we will be bidding that work out for next year.

IN SUMMATION, PROPOSED BUDGET INCREASE PER UNIT IS $204, OR $17/MONTH.

MAINTENANCE UPDATE (JACK)
(Please reference document sent prior to meeting)
Jack thanked all the volunteers who have given freely of their time to help keep the overall costs lower. He pointed out that we have a wonderful neighborhood where everyone is willing to help if they can do so.
Jack reviewed the update sent prior to the meeting and Greg explained that he is making a tray to guide water to the street where it is a problem between Units 24/30 and 52/53.
Reminder: if you have maintenance requests, please contact Bob LeBoeuf, in writing, at leboeuf100@gmail.com.

LANDSCAPE UPTDATE (LYNN)
(Please reference document sent prior to meeting)
Many of the items on the landscape update had already been discussed. Lynn mentioned that we have had a busy year with 25 homeowner requests processed year to date.
Leylands - According to several arborists that we consulted, Leyland Cypress trees in the Meadows and Village Park are suffering from passilora needle blight and some have seridium canker. There is no guaranteed treatment available, and any trial treatment is twice a year and ongoing. Therefore, we have obtained quotes to remove the tress & stumps and replace with appropriate trees since their locations are in areas where they provide screening between units. No one can give us an estimate as to how long the trees will survive, but because removal/replacement is expensive and they are still attractive, we are placing this project on hold until we can address how best to proceed from a budgetary standpoint.
Apartment Complex – Through the hard work of our HOA Board, negotiations with the Developer of the apartment complex resulted in his installing black chain link fencing along his property line. In addition, he has planted fast growing evergreen trees along the common property line of a type and quantity that should create an adequate visual barrier as they mature. Because the visibility of the apartment complex most directly impacts units #36 & #38, we consulted both TPS and BB Barns regarding any additional plantings that might accelerate a visual barrier. Because the area closer to the townhomes is wooded, both landscapers felt that planting additional fast-growing evergreens would not be effective since light and space in that area are inadequate for healthy growth. Therefore, the MSC is not recommending any contribution for additional plantings.
Reminder: If you have landscaping request please contact Lynn, in writing, at caputo679@msn.com

OTHER TOPICS

Gate– Larry asked about the camera at the gate. Greg said installation is complete and it is working well.

Commercial Property at Entrance – Bob Christy asked about this property's future use. Greg said it had been discussed with the Developer but that it Is out of our control. Lynn pointed out that there are some restrictions on the type of commercial use allowed. Greg said they had also discussed creating some sort of landscape barrier next to Village Park properties, but nothing to date has been decided.

Deck Staining – Beth Peteet said their deck is in bad shape and needs staining. It is thought that they are on the schedule for the coming year.

Meeting Adjourned