

## June Little

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**From:** June Little  
**Sent:** Friday, June 11, 2010 11:57 AM  
**To:** 'Barbara Winter'; 'Damon Negri'; 'Erik Youngren'; 'Jim DeJohn'; 'John & Marietta Mahoney'; 'Jyoti Vora'; 'Lynne Skeirik (home)'; 'Mark McKelligan'; 'Rajan Vora'; 'Rama'; 'Richard Ferraro'; 'Puneet Kochhar'; 'Stephen Hallett'; 'Stephen&Susan Morrison'; 'Thomas Saliba'; 'Tim Miller'; 'vincent riviezzo'; 'Gillian Burch'; 'Sue Carabott'; 'contact.sri24@gmail.com'; 'Jennifer Steer'; 'starrbuchan@comcast.net'; 'aimooaimoo@aol.com'; 'shwetakochhar@ymail.com'; 'Metropolis, Patricia M.'; 'LaurFr@aol.com'; 'kstrevel@comcast.net'; 'Bell Ron'; 'jeanshu@comcast.net'; 'terry.riviezzo@comcast.net'; 'Simms Orion'; 'Marsha Simmons'; 'robert berger'  
**Subject:** Minutes of the March 30, 2010 Meeting of the BRV Board of Directors

All:

Attached are the minutes from the Open Board Meeting held on March 30, 2010. The minutes were prepared by Secretary, Ron Bell.

The BRV Board of Directors met on March 30, 2010 at 5:30 p.m. at the home of Kathy and Wes Strevel. Board members present were Kathy, Ron Bell, Pattie Metropolis, Terry Riviezzo, and Jean Shula. June Little from CPManagement also attended. The meeting was an open meeting and other attendees included Mark McKelligan, Orion Simms, Sue Carabott, Dick Ferraro, Valerie Bell, Wes Strevel and Jen Steer. The Board discussed the following:

### 1. Financials:

- a. Made payments to the Reserves for February and March (\$1,140);
  - b. Cricklwood monthly expense for 2010 = \$450.49
  - c. 2009 reconciliation, includes extra cost for snow removal, electricity lines, pump alarm, pump maintenance and insurance for pump results in a special assessment of \$87.03 per unit owner.

### 2. 14 Deborah Lane Update:

- a. Received condo fee payments for February and March 2010.
- b. Need to put on Annual Meeting agenda a motion to permit the Association to collect condo fees directly from a tenant of a unit when the unit owner is behind on his/her payments to the Association.

### 3. Status of Roof Issues:

- a. 2 and 14 Deborah Lane : shingles that had blown off have been fixed;
- b. 16 Deborah Lane : leak has been repaired, but the damage to the interior remains to be done;
- c. 59 Clearwater Drive : roof leak has not been repaired;
- d. 2 Deborah Lane and 43 Clearwater Drive have slider leak issues.

### 4. Installation of Generators for Use During Power Outages:

- a. Mark McKelligan asked about getting a generator that is permanently hooked up to propane and automatically kicks on when power is lost;
- b. Unit owner must submit a modification request;
- c. Must be installed by a licensed electrician

### 5. Deck Railings:

- a. Discussed taking down railings and saving the posts;
- b. Estimated cost would be about \$25,000 for materials just to do the second floor decks;
  - (1) We could use the Reserves;
  - c. Unit owners should inspect the railings to determine that they are sturdily anchored;
  - (1) We should advise unit owners to check on things, like the deck railings for safety reasons;
  - d. June has prices for the deck railings from three contractors that she gathered about five years ago;
  - e. Terry will look into getting bids.

f. It was suggested that the Association should investigate whether the bottom railings on any new deck railings can be raised to permit a sufficient gap so that the snow can be shoveled underneath the railing.  
 (1) Caution: the spacing cannot be large enough for a small child's head to fit underneath.

#### 6. Dock:

a. Reserves: see August 5, 2008 minutes of the Board of Directors meeting;

(1) \$ 8,679.00 = paint

(2) \$ 6,930.84 = dock

\$15,610.64

b. Dick Ferraro has researched the dock issue to determine whether there was ever a permit for the original dock when the Army Corp of Engineers took over the responsibility for permitting docks etc. in the late 1960s.

(1) Dick has checked at the Registry of Deeds and can find no record of such;

(2) Also there are no photos of the area that might establish the existence of the dock prior to 1967 and thereby give us an argument that the dock is "grandfathered" and, so long as we keep the same footprint, does not need a permit;

(3) Dick has spoken with Zack Taylor at Pickering Marine, who is very knowledgeable on the subject and he believes that any future work to our dock will require us to observe the current law;

c. Ice flow during the winter continues to present problems for the stability of the dock because the pilings are not sunken sufficiently deep into the subsurface, i.e., about 10 feet, to anchor the dock solidly and protect the dock from being dislodged by the impact of the ice;

d. Terry said that someone has suggested that the light pole which appears to be tilted might be the piling that is causing the list to the dock, but Wes Strevel does not agree.

e. Orion Simms does not agree that every unit owner wants to replace a dock at an estimated cost of \$40,000.

#### 7. Timing of the PRV installations:

a. Cost will be \$309 per PRV

b. Where the By-Laws require all Association expenses to be paid for equally by all unit owners, John and Marietta Mahoney wanted Orion to express their belief that the costs of the sprinkler inspections and the PRVs should be spread among all 28 unit owners and not specially assessed only to the 20 unit owners who actually have the sprinkler systems, because this sets a precedent for making exceptions to the condo expense payment provision of the By-Laws;

c. However, pursuant to the By-Laws, "if, in the opinion of not less than eighty percent (80%) of the members of the Board of Directors ... additions, alterations or improvements are exclusively or substantially exclusively for the benefit of a limited number of Owners requesting same, such requesting Owners shall be assessed therefor in such proportion as they jointly approve or, if they are unable to agree thereon, in such proportions as may be determined by the Board of Directors." Article V, ¶7. After no objection was voiced at the Annual Meeting to the Board's recommendation on how the sprinkler system issues should be handled, in the interest of fairness, the Board implemented its decision to assess only the unit owners who actually have sprinkler systems with the costs associated with those systems.

d. The 20 unit owners with the systems will be assessed the \$50.00 per year inspection fee and will also pay for the PRV installation

#### 8. Contracts Up for Renewal:

a. Landscaping and plowing contracts are in their last year of a two year contract.

#### 9. "Condo Liaison"

a. Pattie Metropolis has accepted the position of Condo Liaison. As such, one of the things she will do is give the BRV Rules and Regulations ("R&R") to local real estate agents so that the agents can provide prospective BRV purchasers with that important information at the beginning of their interest in

becoming a unit owner;

b. She will also meet with any new owners and go over the R&R with them. . . . .

(1) This will include a review of the Request for Modification to the R&R, which has been used more frequently of late;

c. She will also have the new owners sign an acceptance form, acknowledging receipt of the R&R.

10. Screening for Third Floor Deck:

a. Keith and Lauren Frisbee, at 51 Clearwater , asked about installing screens on the third floor deck, so that it can be used on summer nights sans insects/bugs.

b. Sue Carabott asked if plexiglass could be installed along the bottom of the railings. June said that Jeff Leonard, the contractor that is doing all the interior leak repairs, could look at this and give us some ideas once he is done with all the other repairs.

c. Valerie Bell suggested in the winter months using draft dodgers to keep the snow from coming under the canvas awnings and onto the deck;

d. After her hot water heater tank broke causing water damage to her unit, Sue Carabott researched alternative hot water heaters, e.g., "space saver", which heat, but do not store, the water. Such a heater prevents water damage to the unit should the heater fail.

(1) costs approximately \$3,000;

(2) operates on electric heat.

11. Yard Sale in Fall/Late Summer:

a. May be too much of a hassle with traffic, etc. and safety concerns. Moreover, condo documents may prevent such sales.

12. Dover/Newington Road Project:

a. Questions:

(1) whether sound barriers will be erected?

(2) whether a "round about" will be created?

(3) whether there will be tolls that affect BRV owners?

13. Propane Stove for Heat:

a. Anticipating future power outages in the winter, Jen Steer has looked into installing a small propane stove to heat her bedroom. She was informed that she needs to submit a Request for Modification.

Adjournment:

The meeting adjourned at approximately 8:00 P.M.

Board of Directors