

Annual Homeowners Meeting
Bellamy River Village Condominium Association
November 17, 2009

The annual meeting for the Bellamy River Village (BRV) Condominium Association was held on Tuesday, November 17, 2009, at the McConnell Center in Dover. The meeting was called to order at 6:00 p.m. by Board President, Kathy Strevel.

The following Board members were present:

Kathy Strevel, President
Ron Bell, Secretary
Terry Riviezzo, Treasurer
Orion Simms, Director
Jean Shula, Director

There were 19 out of 28 homeowners present, either in person or by proxy, and a quorum was declared for voting purposes. June Little from CP Management was also in attendance as a guest.

1. Roll Call

Roll call was determined by the sign-in sheet.

2. Reading of Minutes of Preceding Annual Meeting

A motion was made, seconded and carried to waive reading of the annual meeting minutes for 2008.

3. Report of Board of Directors

i. President's Report, Overview of 2009

Board President, Kathy Strevel, started by thanking her fellow Board members and CP Management and then discussed the following:

- Solicited interest from other homeowners to join the Board
- Landscaping and snow removal – great job, overall
- Property improvements, including repairing the pathway to the dock and staining the gazebo furniture
- New vendor, Superior Fire, for sprinkler testing and inspection and ongoing repairs
- Roofing issues – all ice dam repairs completed and interior repairs to be scheduled in December
- Sprinkler issues – Ron Bell to discuss
- Rules & Regulations – Jean Shula to discuss
- Cricklewood Easement – Terry Riviezzo to discuss
- Washing machine drain hose failure in one unit that caused significant water damage (insurance claim) – advised other homeowners to check their washer hoses
- Two Special Meetings held on the roof issues, plus open Board meetings to maintain full transparency with the HOA

- One dock party held – solicited interest in forming a social committee
 - D.F. Richard propane pricing at \$1.69 per gallon – much better price than last year and better than what was offered by competitors
 - Again, asked homeowners to consider becoming part of the Board
- ii. Treasurer's Report – Review of 2009 Financials and 2010 Budget
- Treasurer, Terry Riviezzo, discussed the following:
- 2009 was a financially difficult year for the Association, primarily due to ice dams and other winter damage
 - Paid \$16,000 to Master Roofer to date, for ice dam repairs – waiting for final bill
 - 2010 budget has been adopted and condo fees to stay the same, at \$338 per month – major changes include:
 - Insurance lowered by increasing flood insurance deductible to \$5,000 per policy (there are five) - also mentioned that homeowners should look into getting their own flood insurance for their personal property, which would not be covered by the Association flood policies
 - Maintenance Supplies increased because as units age, need to do more repairs
 - R&M Building increased by \$360 because of back sliders repairs, etc.
 - Life Safety line item negated completely and will be discussed under New Business
 - Parking Lot increased by \$1,000 for crack sealing
 - Legal/Accounting adjusted a few dollars for the differences in tax payments (interest on reserve accounts)
 - Cricklewood (CW) account increased mostly due to pump house repairs and snow removal. The Board has requested monthly reports from the CW Board. Payment of the 2009 shortfall (exact amount not yet known) will be due in the spring and is not included in the BRV 2010 budget. This will be paid for through a special assessment to homeowners. Terry and the Board continue to work closely with the CW Board on this issue.
 - Other Variable Operating Expenses increased by \$120 to cover the mileage for site visits by June Little
 - Terry asked for questions, but there were none.

4. Election of Directors

- Four Directors need to be elected: two for 2-year terms, as Ron Bell's and Terry Riviezzo's terms both expire in 2009; and two for 1-year terms, as Jean Shula's and Orion Simms' terms also expire in 2009. Kathy Strevel solicited interest from homeowners to fill the vacant positions and Pattie Metropolis offered to join. A nomination

for Pattie was made and seconded. Since there was no other interest, Ron, Terry, and Jean all agreed to stay on as Board members.

- Current Board members are:
 - Kathy Strevel, term expires 2010
 - Ron Bell, term expires 2010
 - Terry Riviezzo, term expires 2010
 - Jean Shula, term expires 2010
 - Pattie Metropolis, term expires 2010

5. Old Business

Kathy Strevel discussed the following:

- i. Dock Accrual
 - A committee attempted to meet and review this issue, but was unable to get together as of yet
 - Committee will look at leaving the dock footprint as is and making the existing structure secure – how to do in most economical way possible
 - Dock committee members are as follows: Dick Ferraro, Wes Strevel, Vinnie Riviezzo, Ron Bell, and Sean Perkins
- ii. Deck Accrual
 - Existing deck railings are in tough shape
 - Homeowners should continue to touch them up, as needed
 - Ultimate goal is to replace with composite balusters and rails, all at once
 - If there is a hazardous condition in the meantime, notify CPManagement

Jean Shula discussed the following:

- iii. Homeowner Responsibilities
 - There are rules and regulations in place, but some people are not paying attention to them
 - The expectation of some homeowners is that they do not have to do anything outside their own units, but homeowners must be responsible for some things in order to keep the costs down for all. These include the following **curb appeal** items:
 - Weeding the back patio and front stoops
 - All front entrances need to look the same, for curb appeal
 - If a homeowner wants to do something outside his/her unit, a Request to Modify must be submitted to the Board
 - If a homeowner wants to do anything structural or that affects the outside at all, a Request to Modify must be submitted to the Board. A committee

attempted to meet and review this issue, but was unable to get together as of yet.

- These include the following **safety** items:
 - No raking snow from roofs and no pounding ice – homeowners or CP
 - Homeowners need to knock down icicles themselves or call CP for assistance, the cost of which would be charged to that homeowner
 - Homeowners need to de-ice their own driveways or call CP for assistance, the cost of which would be charged to that homeowner
 - If doing anything in the common area, such as scheduling delivery vehicles, temporary boat storage, large parties, etc., need to let neighbors or CP know if it affects parking, etc.

6. New Business

Ron Bell first thanked the Board, and especially Kathy, for being such a great leader, then discussed the following:

- iv. Fire Suppression System
 - 20 of the 28 units have them: 8 on Clearwater and 12 on Deborah
 - The Clearwater units have one type of system (no anti-freeze) and the Deborah units have a different type with anti-freeze, expansion tanks, and backflow devices for anti-freeze systems
 - Superior Fire, the new sprinkler vendor, did an inspection and found three things: 1) all units have anti-freeze; 2) the pressure on all systems is very high; 3) the temperature readings on the anti-freeze ranged widely from unit to unit (actually, there was a 4th item as well...some units have the test ports in the attics, and others do not)
 - The pressure issue is something that needs to be addressed. Acceptable levels range from 70 to 80 psi, but some units are at 140 to 165 psi. There are pressure-reducing valves (PRVs) on the domestic water side, but not on the sprinkler side, and the high pressure has caused weeping from some heads and could lead to burst pipes.
 - Three estimates for installing PRVs on the sprinkler line were obtained, and the best was about \$300 each. The Board feels the fairest way to pay for this is by assessing only the 20 units that have sprinkler systems. This will be included with the special assessment for the Cricklewood shortfall, the dollar amount for which is not yet known.
 - The Clearwater units do not have the proper backflow devices (for anti-freeze) or expansion tanks, except 51 Clearwater, which was done by the developer after a burst pipe in the unit's heating system.

- After considerable time and research on this issue, the Board decided to leave things alone since there have not been any problems with the Clearwater units to date.
- Homeowners would have to pay to have any painted sprinkler heads replaced.
- Kathy mentioned that after the PRVs are installed, all repairs and maintenance to the sprinkler systems will be passed on only to the homeowners with sprinkler systems.
- Kathy asked for questions, but there were none.

Orion Simms discussed the following:

v. Review of Condo Fee Structure

- First, Orion acknowledged that it is a tough subject. He said the Board has been working on it for the past year, but is not ready for action at this meeting. The purpose of raising the subject at this meeting is for information only.
- Orion referenced Article 5 in the by-laws which states that payment of assessments and common fees are assessed equally among homeowners.
- He mentioned the disparity between the Clearwater Drive and the Deborah Lane units, specifically, with regard to:
 - Insurance – master and flood
 1. The master insurance premium is higher for the Clearwater units than the Deborah units due to the higher replacement cost
 2. Only the Clearwater units have flood insurance
 - 3rd Floor Decks, which are unique to the Clearwater units
 - Roof replacement and maintenance, which is higher for the Clearwater units due to the dormers
 - Cricklewood easement, because of snow removal as well as repairs, maintenance and replacement for the road and lighting
- Orion stated that many commercial and residential condominium properties will assess equally, but some assess based on prorated share (square footage) or by line item. The latter method identifies line items in the budget and assesses accordingly.
- Orion looked at the disparity between the two phases on the insurance line item alone and 60% of the value is attributable to the Clearwater units and 40% to the Deborah units.
- If assess insurance equally as is done now, the cost is \$70 per month per homeowners, but if assess based on the 60/40 split, the Clearwater units would pay \$102 per month each and the Deborah units would pay \$39 per month each.

- Because of the way the by-laws are written, the common expenses have to be assessed equally. The only way to rectify this is to re-write the by-laws.
- Orion suggests forming a committee to come up with solutions.
- Marsha Simmons stated that this opens up a can of worms and is a “slippery slope”. She further states that 1) the gazebo is common property, but the Clearwater units pay taxes on it; and 2) it would need 75% vote to pass an amendment to the by-laws.
- Orion suggested the condo docs are problematic and the issue needs to be addressed.
- Steve Morrisson said that the by-laws are written as such and everyone in the Association has to live with it unless 75% vote to change it.
- Sean Perkins asked what the next step would be, and Orion again suggests forming a committee.
- Marsha said a vote is necessary at this point, but Kathy stated that it is only in the information-gathering stage at this point, so no vote is necessary.
- Wes Strevel complimented Orion on his courage for raising the issue, but suggested that more information is needed.
- Ron Bell reiterated that it would be a good idea to investigate it further.
- Terry Riviezzo brought up the sprinkler issue and how it is currently not fair that the 2-unit buildings have to pay for this when they do not have sprinkler systems.
- Wes stated that the Deborah Lane unit owners knew what they were buying into, i.e., buyer beware, to which Terry responded that there was a lot of miscommunication between the developers and the buyers. Terry stated that Orion wanted to present the idea to see if there would be any interest in pursuing it at this point.
- Sharon Buchan offered to help; Terry offered to help, as a Board member; Marsha also said she would offer her “two cents”.
- Orion stated that he would like to work quickly and come back to the Association in six months.

7. Adjournment

- The meeting adjourned at 7:40 p.m.