

# Tanglewood Townhouse Association Board Meeting Minutes August 19, 2020

Present: Carrie Pearson, Al Belais, Judy Contolini, Carol Fuller, Judy Picciano; Carol and Craig Whitten attended via Zoom.

The board meeting was called to order at 6:35pm by President Carrie Pearson.

The minutes from the July 2020 Board Meeting were approved and will be posted on the HOA website.

<p><b>President's Report</b></p>	<p>Carrie wanted to discuss the tree issue at 5 Britten Court before the owners join the meeting at 7pm. The homeowners provided extensive documentation.</p> <p>Carrie reviewed the criteria for tree work/removal: 1) the tree is a hazard and causes a safety issue; 2) The tree has the potential to cause damage to the house.</p>
<p><b>Landscaping</b></p>	<p><u>Tree removal #11 Bloch</u>: Judy Picciano attended the meeting to discuss the trees near her back deck. She provided pictures showing past damage of fallen branches and is worried about future damage. She is also concerned about cracks in the foundation she feels is caused by the trees. It was suggested that a second opinion be obtained about the hazard of the trees.</p> <p><b>Action</b>: Judy P. will get other bids and provide the results to the Board.</p> <p>She would also like to have pruned the tree on common property that overshadows her driveway.</p> <p><b>Action</b>: Al looked at it and decided a couple of low hanging branches should be removed. He will follow-up.</p> <p>Judy P. also requested a copy of the arborist report when they did a walk-through of our common property. She was told that a report is not required by them and their work bid is all that they provide.</p> <p><u>Tree removal #5 Britten</u>: The Whittens reviewed their issue of the birch tree on the common property behind their house. They provided a bid by Tree Care to remove the tree (\$765).</p> <p><b>Action</b>: The Board will make a decision by the next board meeting when the treasurer is present and the Board can discuss budgeted funds.</p> <p><u>Arborvitae trimming #5 Britten</u>: Whittens also requested that the arborvitae in back be trimmed. Tree Care gave a bid for \$170 to trim the sides of the arborvitae.</p> <p><b>Action</b>: Al will follow up and decide if this should be done by Tree Care or Grover's.</p> <p><u>Increase in yearly landscape fee</u>: Grover's is increasing their basic landscaping fee by 25% from \$18,096 to \$22,620. There has been no increase for 13 years. The Board recommended that Al gets two more bids for comparison. Carol</p>

<p><b>Landscaping (con't)</b></p>	<p>stressed that a defined list of services is needed so all bids and can be compared. A list of what and when things are done can be found on our website. That list may also need to be updated by Grover's. The Board agreed that we would not sign a yearly contract with Grover's at this time until we get the other bids. We will ask Grover to continue until we get all bids to compare. <b>Action:</b> All will get at least two more landscaping bids. He will review and update the list of services performed that is on our website.</p> <p><u>Island landscaping:</u> Judy and Carol provided AI with a diagram showing what they would like removed on the islands as well as the need for mulch/soil. Grover said the cost would be \$3-4,000 depending on what we want planted. Carol suggested that we only do two of the islands, but others thought if any are done, need to do all three.</p> <p><b>Action:</b> Carol will send AI a request for additional soil for the island by her. She would like it <u>soon</u> so she has enough time to work it into the existing soil. AI will also request an exact bid for the removal of shrubs on all three islands.</p>
<p><b>Maintenance</b></p>	<p><u>Railing at 1 Bloch:</u> the Wilser's and Dean Scheel at 3 Bloch will remove the fence. Dean would like to keep the wood. No further action required.</p> <p><u>Fence behind 31 Bloch:</u> After inspecting it from both sides/yards, it is strong and sturdy. The ivy on the fence is pulling its forward. The ivy should be removed by cutting its roots.</p> <p><b>Action:</b> Ivy on all fences needs to be removed, AL will talk to Grover's about removing the ivy or it can be done by homeowners.</p> <p><u>Window replacement approval:</u> #1 Bloch submitted a request for window replacement. The request was approved via email. No further action required.</p> <p><u>Paint color palette:</u> It is unclear if we are to use the palette of colors that Carol was given or if we just use Mt. Park's recommended colors. There is a discrepancy about our process after talking to past board members.</p> <p><b>Action:</b> Carol will review the Declaration of Restrictions and past board minutes. A decision on how to handle paint colors will be decided at the next board meeting. Carol will let the Wilsers know that we cannot at this time approve their paint color.</p> <p><u>Street Lights:</u> Four street lights are remaining to be installed. The cost of labor has increased by \$120/light. Since this increase was not considered in the new budget, Carol recommended that we only install two this year and two next year. Other board members preferred to have all lights installed now so we can be done.</p> <p><b>Action:</b> Carol will contact Light-Waves and tell them that we did not budget for the increase. We would like them to pursue the Energy Trust rebate. This will offset their labor increase. We will revisit the lights installation at the next board meeting.</p>

<p><b>Treasurer's Report</b></p>	<p>Renaud was not present at the meeting but provided the treasurer's report via email.</p> <p>One homeowner has not yet paid her dues for July-Dec. Renaud has talked to her and she said she will mail them in.</p> <p>Dues collected as of this meeting is \$18,710.20 . There are nine homeowners paying monthly.</p> <p>Budget July Summary</p> <table data-bbox="412 506 1055 1018"> <tr> <td>PGE</td> <td>\$ 57.57</td> </tr> <tr> <td>Water</td> <td>\$ 268.08</td> </tr> <tr> <td>Grover's monthly/add'l work</td> <td>\$ 1,783.00</td> </tr> <tr> <td>Mail and Office</td> <td>\$ 38.97</td> </tr> <tr> <td></td> <td><hr/></td> </tr> <tr> <td></td> <td>\$ 2,147.62</td> </tr> <tr> <td>Yearly Budget</td> <td>\$58,383.00</td> </tr> <tr> <td>Spent FYTD</td> <td>\$ 2,147.62</td> </tr> <tr> <td>Remaining balance</td> <td>\$56,235.38</td> </tr> <tr> <td>Reserves</td> <td></td> </tr> <tr> <td>Budgeted</td> <td>\$ 10,250.00</td> </tr> <tr> <td>Spent FYTD</td> <td>0.00</td> </tr> <tr> <td>End of year balance</td> <td>\$ 10,250.00</td> </tr> </table>	PGE	\$ 57.57	Water	\$ 268.08	Grover's monthly/add'l work	\$ 1,783.00	Mail and Office	\$ 38.97		<hr/>		\$ 2,147.62	Yearly Budget	\$58,383.00	Spent FYTD	\$ 2,147.62	Remaining balance	\$56,235.38	Reserves		Budgeted	\$ 10,250.00	Spent FYTD	0.00	End of year balance	\$ 10,250.00
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<p><b>New Business</b></p>	<p>Judy will send a Welcome Packet to the new owner of 19 Bloch. Judy is contacting State Farm to obtain a complete copy of our homeowner policy to post on our website.</p>																										

The meeting was adjourned at 9:06pm.

The next board meeting will be Sept. 9, 2020, 6:30pm, at the home of Judy Contolini, 25 Bloch Terrace.

Respectively submitted,

*Judy Contolini*