

BOARD OF TRUSTEES MEETING  
ROYAL CREST COUNTRY CLUB CONDOMINIUM  
THURSDAY, April 6, 2017  
6:30 P.M.

The meeting was called to order by Chairman, Dan Brown, at 6:30 P.M.

In attendance: Trustees, Dan Brown, (Chairman) Gerry Walsh (Vice-Chairman), Bill McCrave, (Secretary), Joyce Rufo, and Tim Collins.

Also in Attendance: Office Manager Kate Kelly and approximately 60 unit owners.

Bill McCrave made a motion to accept the Minutes of the October 27, 2016 meeting. Tim Collins seconded the motion. All approved.

Unit Owner Comments

Maintenance will investigate buildings which have been experiencing problems with their intercom/buzzer systems.

Several residents raised a concern regarding the unsightliness of a rolled-up rug on a unit owner's balcony. Kate will telephone the unit owner.

A unit owner asked if a bench could be placed in the foyer of a building. The Board explained that over time, some personal items are placed in common areas and no objections are raised. However, this is technically not allowed and the Board could always revert to strict adherence to what is known as "architectural integrity" and the removal of all personal items. It is a difficult subject and one which needs further discussion. The specific issue of the bench will be further discussed among owners in the building and the Board.

Concerns were raised regarding our cleaning Contractor. The Contractor's employee currently performing common area vacuuming and cleaning is not doing an adequate job. Kate will call the Contractor and explain our concerns. A different person will be requested for assignment to RC.

A Unit Owner wanted other owners to be aware that within the next few years, air conditioning refrigerant regulations are due to change significantly. Unit Owners who are replacing their air conditioning units should inquire with their contractors about this change.

A Unit Owner asked about the painting of garage doors. It was explained that it is the responsibility of unit owners to replace, repair, and maintain (paint) their garage doors. RC does supply the paint for painting garage doors. Unit owners wishing to replace their garage doors should contact Kate for the correct model. The Board will look into getting prices from companies for painting garage doors and will communicate those findings to unit owners.

A similar question was raised regarding second-floor balconies. It was explained that any structural/safety concerns with balconies are the Association's responsibility. The upkeep and other non-safety matters are the responsibility of unit owners. Again, the Board will look into pricing for painting balcony railings and will report those findings to unit owners.

### Pool Project

The pool interior will be sandblasted and then painted with a rubber-based paint. This work should last for at least fifteen years. The cost of the project was vetted by Board members. The cost will be \$18,500. Gerry Walsh made a motion to have the project performed by our pool Contractor, Pools Unlimited, Inc., for the quoted price. Joyce Rufo seconded the motion. All approved.

The pool fence is in need of either repair or replacing. The Board has bids on replacing the current wrought-iron fence with a chain-link style fence. The Board will be researching repairing our current fence, which is an expensive fence and is in keeping with RC's Tudor appearance.

### Building 2 Update

At this time, it appears that insurance proceeds will be sufficient to cover the cost of repairing the damage caused by the November, 2016 fire. The work is progressing and should be completed sometime this May.

A discussion ensued about RC's insurance policy and procedures and how it works with unit owners' policies. Several years ago, an insurance study was performed and our Policy and Procedures were updated. The Board will be re-distributing that information to all unit owners.

### Safety Issues

Gerry Walsh, Bill Mahoney and Bill McCrave and Joyce Rufo will be compiling a list of safety tips and suggestions for all unit owners. Unit owners who would like to submit possible tips/suggestions for inclusion in the list should contact Kate. Some suggestions are to: 1) have dryer vents cleaned; 2) keep clothes and other flammable items away from baseboard heaters; 3) not to use bathroom ceiling heaters in our units, unless they have been recently inspected by a licensed electrician; and 4) to have original circuit-breaker panels replaced.

On a related topic, Bill McCrave explained that he obtained a quote from a company called "Ductman" to clean unit owners' dryer vents. He was able to secure a group rate of \$95 per unit. Failure to regularly clean dryer vents can create a fire hazard. More information on how to participate will be coming.

### Financial Update

The financial statement for 2016 has been completed by Fisher Financial and our Accountant, David Doucette. Please contact Kate if you would like a copy. RC is slightly over budget for 2017, but this is largely due to snow removal costs and is not unusual for this time of year. Our reserve fund currently holds approximately \$355,000.00.

Meeting adjourned at 7:50.

Next Board Meeting: TBA, at 6:30 P.M.

Respectfully Submitted,

  
Bill McCrave, Secretary