

BOARD OF TRUSTEES MEETING  
ROYAL CREST COUNTRY CLUB CONDOMINIUM  
WEDNESDAY, APRIL 3, 2019  
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), Tim Collins(Secretary), Jeanean Street (Treasurer), Bill McCrave, and Carl Tempesta. Also in attendance were Kate Kelly (Office Manager), Ken Tracy (Maintenance Supervisor), and approximately 50 unit owners.

CLEAResult Presentation

CLEAResult representative Chuck Dunton gave a presentation regarding CLEAResults partnership with Mass Save and what they can do to help lower energy costs for Royal Crest Owners (outside lights were already replaced several years ago as part of a similar program. For no charge, CLEAResult will replace current interior incandescent light bulbs with LED light bulbs. They will also assist with installation if requested. If any non-programmable thermostats are still in a unit, they will replace those as well.

Mr. Dunton also explained that CLEAResult can provide air sealing and insulation in RC attics, at a cost to unit owners. Because the attics are common area, this part of the program has to be researched further.

Dan Brown and Bill McCrave will meet with Mr. Dunton on this issue and the program in general. They will report their findings at the next Board meeting.

Minutes Approval:

Bill McCrave made the motion to approve the minutes of the November 14, 2018 meeting. Tim Collins seconded the motion. All approved.

Unit Owner Comments/Questions:

An Owner from Building 21 commented that he is having issues obtaining insurance coverage for his unit due to the ice dams of 2015. Dan said that he would look into the matter and respond to the Unit Owner.

An Owner from Building 17 stated that she has trouble opening the screens on her windows. Kate will contact the manufacturer to see if a site visit can be arranged to show her, and others possibly interested, how to open and close the screens.

The same Owner mentioned that as garage doors are being replaced, they do not appear standardized. Kate will investigate.

An Owner from Building 27 questioned when the building's roof was scheduled to be replaced. Ken stated that it is scheduled to be replaced this year.

An Owner asked about the third catch basin on the right hand side of the road at the entrance to RC (it

is lower than the street so there is a depression as cars drive over it). The Board explained that it is not hazardous and it actually helps to keep drivers from speeding around that bend in the road.

An Owner mentioned it would be nice if a fence/border bushes could be installed along the front of the property facing Washington street (first and second golf holes), for privacy and to help communicate the exclusivity of RC. The Board expressed its appreciation for this type of forward-thinking idea. While the landscaping priorities at this time are dealing with the overgrown trees and bushes on the property, Tom Barrile will discuss this idea with our Landscape Contractor Brightview, upon his return from Florida.

The Board mentioned that an issue arose in January when a neighbor on Peach Street cleared brush and plants around the stone wall that separates RC from Peach St. That wall and a few feet inside the wall is Town property. The Police and DPW were called and spoke to the offender. RC then installed no trespassing signs facing the street to indicate that RC constitutes private property.

#### Construction Projects Update and Plan for the remainder of 2019:

Brightview has been on site and have finished the spring cleanup. They will be here on April 4 and 5 to do bed-edging.

The card room, located off the function room, was renovated in-house this past winter.

The Board continues to look into replacing/renovating some bunkers around the golf course. Some work was performed on holes 6, 7, and 8 two years ago, with some bunkers being filled and grassed over. The next planned step will be to fill in and grass over the bunker behind the 5<sup>th</sup> hole and replace the sand in that hole's front bunker. The flooding issue between the cart path and the hole will also be researched.

The pool flagpole will be replaced this year. The new flagpole will be aluminum or fiberglass to eliminate the need for painting and it will be tall enough to see the flag, indicating when the pool is open, from the same vantage points around the property.

The Board is considering whether to repair or replace the pool fence. A vote will be taken and the work will be performed in the fall, after the pool has closed.

The Board reminded everyone that they are not to talk with contractors about the work they are doing in RC. They are also not allowed to direct Royal Crest employees to do specific jobs. If there is work to be done, please call or email Kate in the office to initiate the work order process.

New roofs have been installed at buildings 2, 8, 11, and 17. This year, buildings 5 and 27 are scheduled to have new roofs installed.

Bartucca Construction is currently finishing the siding at Building 14 and then will move on to complete Building 15 this year. It will cost \$158k to finish both buildings. The next buildings to be completed are 19, 21, and 29.

The RC policy is to paint two buildings every year, on an ongoing basis. The two to be painted in 2019 have yet to be determined.

New entry doors will be installed this year at Buildings 17CD, 18AB, 29CD, and 23AB/CD.

New carpets will be installed in buildings 25 and 29 this year. Buildings 23 and 27 are scheduled for 2020..

The stump and roots that remain from the tree that was struck by lightning last year (near the tennis courts) will be removed shortly. The cart path will be repaved 30' up the path, toward the course. Murphy Landscaping (our snow removal contractor) was selected to perform the work.

The Focal Point Wall needs repair. The Board has received several bids around \$100k for the work. Ray Ruggieri will be researching all options for the wall. The shed for the golf course equipment (hole 8) needs to be replaced. All quotes are in the \$100k range. Ray will also be investigating this project.

RC has already spent \$300k on paving the Rainbow Pond Drive. In the next 2 to 3 years, the plan is to complete the turn at the bottom of the hill and pave the road up to Building 34.

The Board stated that despite the expensive ongoing projects, the current plan is still to lower the increased reserve fund contribution for 2020. The current projection would have it lowered by approximately \$100 per month.

Financial Update:

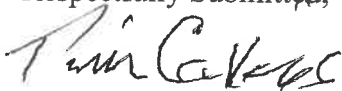
Jeanean Street provided a summary of Fisher Financial's February Report. The operating budget is on target and proceeding as expected. The Reserve Fund has approximately \$300,000 in it currently and another \$200,000 scheduled to be collected for the remainder of the year. The Financial Report is available on the RC website and hard copies are available in the office.

Jeanean, Dan, and Tom Donaghey met with Dave Fisher to complete the transition from Tom to Jeanean as Treasurer. The meeting went well and Jeanean was pleased with Mr. Fisher's presentation and his company's performance.

Meeting adjourned at 7:45.

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

Respectfully Submitted,



Tim Collins, Secretary