

BOARD OF TRUSTEES MEETING
ROYAL CREST COUNTRY CLUB CONDOMINIUM
THURSDAY, NOVEMBER 21, 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), Gerry Walsh (Vice-Chairman), Jeanean Street (Treasurer), Tim Collins (Secretary), Tom Barrile, Ray Ruggieri, Bill McCrave and Tom Donaghey.

Also in attendance: Kate Kelly, Ken Tracy and approximately 50 unit owners.

Tom Donaghey made the motion to approve the minutes of the October 17, 2019 Board of Trustees Meeting. Gerry Walsh seconded the motion, all approved.

Unit Owners Comments

A request was made to move the location of one of the speed bumps. Dan stated that we will be ordering another speed bump. He also noted that they will be taken up intermittently during the winter for snow removal, but they will be put back in the spring.

Clubhouse Security

Tim Collins spoke about the issue of installing security cameras in and around the clubhouse. The issue was discussed last year, and we have received one bid to mount a camera at the front entrance to the clubhouse and two cameras for the inside hallway. There was general agreement that this would be a good idea. Unit Owner, David Kimball said that he has a connection with a company that provides a monitoring service and he will also get a quote.

The Board will discuss and vote on this issue at a future meeting.

Patios

The Board reminded everyone that patios and balconies are considered limited common area. That means that while they are for the exclusive use by one unit, the Board of Trustees controls them, pursuant to the law and RC documents. The Board has noticed that several unit owners are starting to encroach on common areas – beyond their immediate patio flooring, by planting, placing benches or other objects, without permission, and by attaching items to building walls and shutters. This is not allowed. Also, one American Flag per unit is the only flag that is allowed on the patios and balconies.

Should violations continue, the Board will be forced to take further action, including imposing fines. The Board suggested that owners take an objective look at their patios and take steps to comply with the minimal requirements listed above.

MassSave/ CleaResult update

At the last meeting, the MassSave CleaResult proposal was discussed. It is a \$307,000 project, of which the program will pay 90%. Royal Crest will be responsible for paying approximately \$23,000. The project will include properly insulating and sealing all building attics in Parts 2 and 3, and, in

addition, properly venting any vents that go through the attics. Building 7 will also receive insulation (all other Part 1 buildings are already insulated and are not part of the project).

This project will help to reduce/eliminate ice dam problems, as well as save heating costs in both common area and units.

The Town of Walpole Building Inspector has approved the plan and will monitor the work, along with Ken Tracy. There will be minimal impact on unit owners while the work is ongoing, and they will not be entering any units. The work will begin very shortly, and we can expect the entire project to be complete by the end of January.

Dan and Bill McCrave recommended that the Board vote in favor of the project. Bill and Dan met with the MassSave and CleaResult representatives and were satisfied with their credentials and plans for the project. Tom Barrile made the motion to spend \$23,000 for the Mass Save/CleaResult project. Tim Collins seconded the motion. All approved.

Both Bill McCrave and unit owner Mary Kane were thanked by the Board for helping to bring this project to fruition.

Card Room and Office AC

Tim Collins explained that he received some concerns from unit owners about the portable AC unit in the renovated card room. A quote was obtained early this year from Cleveland Energy to replace the old, non-working AC unit that used to air condition both the card room and the management office. It was prohibitively expensive when compared with the cost of window AC units. A quick poll of unit owners who use the card room and who were present at the meeting indicated there may not be any significant issue with the window unit currently in use. The Board decided to table the issue until the spring/summer.

Clubhouse TV

A request was made to buy a new TV for the function room. A discussion ensued regarding the acoustics of the function room and whether a new television would solve the sound/volume problems that are being experienced. Ken Tracy will investigate and obtain quotes on a new television as well as the potential installation of a sound system in the function room.

Financial Update

Jeanne Street created a Financial Activity At-A-Glance sheet (see attached). This a simplification of the larger monthly financial statement provided by Fisher Financial. The At-A-Glance reports will be distributed at meetings in the future in place of the larger, more confusing monthly statements. Copies of the larger statements will remain available to unit owners upon request, through Kate, in hard or electronic copy. Jeanne explained the report, which detailed RC finances through September 30, 2019. RC is slightly under budget for the year.

2020 Budget

The Board provided two additional handouts (see attached). One shows the breakdown of how Reserve funds have been spent in 2018 and 2019. Some of the work listed for 2019 will be completed by the end of the year.

The Second handout updates the long-term planning for Reserve funds. In 2018 and 2019, there was a fee increase of roughly \$250 per month (based on beneficial interest). This fee increase was separated and listed as the Reserve fee contribution on monthly bills. As anticipated and explained numerous times, for 2020 fees will be reduced by \$150 per month (based on beneficial interest). Due to both practical and legal concerns, there will no longer be any separation on the monthly bill, with just one total condominium fee listed.

Fisher Financial will send out a notice of the new per unit fees to each unit owner in December.¹

Closing Questions/Comments

An Owner asked about snow removal, specifically why the front door walkways in Parts 2 and 3 do not get cleared to the street. Dan took a moment to explain how the snow removal contract worked. Murphy Landscaping is contracted to treat and clear the roads, parking lots, and fronts of garages. In Part 1, because of the absence of garages, the contract includes treating and clearing all walkways. RC is billed by the inch, per storm. In addition, each salt application for the entire complex costs approximately \$1,500. Mr. Murphy and Dan speak prior to any snow/ice event to discuss what is needed.²

A request was made by a unit owner to have exercise classes in the function room, led by an outside instructor. The Board explained that primarily for insurance/liability reasons, they cannot authorize such classes.

Meeting adjourned at 8:30.

Next Board Meeting: Wednesday, December 11, 2019, at 6:30 P.M.

Respectfully Submitted,



Tim Collins, Secretary

¹ The Board inadvertently did not take a formal vote to approve the 2020 budget. This will take place at the next Board meeting.

² In regard to the walkways in Parts 2 and 3, the contract used to call for clearing the front door area to the extent that owners could exit the building and get to the fronts of garages. After the meeting, it was determined that this changed last year. Murphy Landscaping is now responsible for clearing the walkways from the front doors to the street. If a unit owner sees that this has not been accomplished at his/her building within 24 hours after a storm event, please contact Kate in the office.