

**BOARD OF TRUSTEES MEETING
ROYAL CREST COUNTRY CLUB CONDOMINIUM
WEDNESDAY, OCTOBER 27, 2021
6:30 P.M.**

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

In attendance: Trustees, Carl Tempesta (Chairman), Gerry Walsh (Vice-Chairman), Jeanean Street (Treasurer), Tim Collins (Secretary), Jeff Smith, Joe Flueckiger, Tom Quin and Ray Ruggieri. Kate Kelly, Office Manager and Maintenance Technician, Ken Tracy, were also in attendance.

Approximately 50 unit owners attended the meeting.

Carl started the meeting by giving a PowerPoint presentation (available on the website).

He started by showing pictures of the new handicap ramp that was installed at the clubhouse earlier this month. It is made of powder coated steel and is ADA compliant. The old wooden ramp was in disrepair and too dangerous to use. The new ramp cost \$29k.

Next he talked about the new pool cover that was purchased at the end of the season. It cost \$7500 and come with a pump to help keep it clear. The old cover had holes at the corners.

Carl then pointed out the great job Peter did cleaning out the old fire pit by the tennis court. Carl plans on having community gatherings around the fire on weekend afternoons.

Then there was a list of Expected and Unexpected expenses. So far in 2021 we have had \$196,188 in expected expenses and \$108,721 in unexpected expenses (see attached for breakdown).

Golf Course

Carl brought up the fact that the golf course is an important asset for RC. It was a rainy season and some work still needs to be done on the course. There is a small area on the 6th fairway, and a much larger area on the 7th & 8th fairways that need drainage work in the future.

The 4th hole drainage project is complete. There was an issue with the sod farm being under water at the time and so they had to use grass seed that will take more time to fill in and grow properly.

Do not chip from the repair area. We have seen large divots made in the new grass and those will prevent it from growing in properly. When ever a golfer makes a divot, it must be filled in immediately.

Carl announced the creation of a Golf Committee to be headed by Jeff Smith. More information will be forthcoming.

Major Projects

Carl then discussed the three major projects looming over RC. The first is the paving of the roads. The Board has been getting quotes to fix the worst section of Rainbow Pond Dr. To do the section of road from building 16 to 34 will cost Approximately \$220k. The Trustees are looking into doing smaller

sections of the road over the next few years.

Next is the retaining (or focal point) wall behind building 17. The railroad ties have started to rot away. To replace the wall will cost between \$100k to \$190k. The Board has been getting bids for replacing the wall and has discussed the issues with the engineer who designed the current wall.

The Board is looking into the possibility of getting a loan to help pay for these projects, but that is only in the discussion phase.

The Maintenance Barn is the lowest of the three priorities. It is in disrepair and has a leaky roof. The Board is still in the discussion phase and will keep unit owners informed of the progress.

Carl brought up the possibility of putting some roof and carpet replacement on hold to save money.

Miscellaneous

Gerry Walsh reminded everyone to call 911 when you smell smoke, or the fire alarms go off, do not call the office first. Gerry received a call at home from a resident whose neighbor smelled smoke. He told her to hang up and call 911. You can always call the office after the Fire Department has been dispatched.

Carl then brought up the aftermath of the days wild weather. At the front entrance two trees and the flagpole came down during the nor'easter. Peter Carter, from maintenance, was on duty with the Fire Department and got word that the entrance was blocked. He came in and put safety cones down and open the Peach St. gate. Ken Tracy was notified and immediately called McHugo Tree Service and they came right out and cleared the road.

Unfortunately, at least 3 residents decided to exit the complex by driving over the golf course by the first hole, over the sidewalk and out to Washington St. One car got stuck in the mud and had to be towed out. Members of the Board have spoken to the driver and he apologized and will discuss the damage caused with JP.

We have also had recent reports of a resident exiting RC by driving up the cart path by building 29. This is not allowed, and we have been unable to identify the driver. If anyone witnesses this behavior again, please report it to the office.

The issue of security at the clubhouse was raised. Joe Flueckiger has been working with Ken to get quotes for a security system for the clubhouse. There would be cameras placed by the entrance to the building, as well as the inside hallway. The system will cost about \$7k. A discussion and vote will occur at a future meeting.

Jeanne presented her most recent At-A-Glance Report. Please see attached.

Carl mention that at the next meeting there will be a discussion about the holiday decorations in the common areas. He is considering allowing artificial decorations on the unit doors, but nowhere else.

Gerry Walsh stated that personal belongings are not allowed in common area closets or in the back staircases in parts 2 & 3. These areas need to be clear at all times.

Owner Questions

An owner from 17 complained that the pictures that were shown in the presentation did not show the extent of the damage and deterioration to the wall behind 17. She accused the Board of not taking the issue seriously. Carl assured her that they do take it seriously. They have received quotes for building a new wall, designed by engineers. The Board believes that the wall is safe and there is no danger. Jeff Smith, Trustee from Part 3 who lives in 17, said that he is not fearful of the wall collapsing.

An owner asked about reinstating the fees for using the pool in order to pay for new furniture and improving the acoustics in the function room. The pool fee question will be discussed in the future. The acoustics issue is Ken's winter project and will be worked on early next year.

An owner complained that the pool deck needs to be power washed and weeded more in the summer and that the lights are on too often during the day.

Closing

Carl ended the meeting by announcing that there will be a budget meeting at the end of November. The 2022 budget will be voted on at that meeting.

Meeting adjourned at 7:50.
Next Board Meeting: November, tbd, 2021
Respectfully Submitted,



Tim Collins, Secretary

Expenses 2021

Expected	Amount	Unexpected	Amount
Building 9 Roof	\$ 39,000	Handicap Ramp	\$ 29,550
Building 5 Roof	\$ 42,000	Pool Cover	\$ 7,500
Building 32 Carpet	\$ 9,020	4th Hole Drainage	\$ 30,756
Building 15 Carpet	\$ 9,020	Chemical Storage Unit	\$ 22,558
Function Room Lights	\$ 6,948	Utility Cart	\$ 3,752
Pool Landscape	\$ 16,230	Aerating	\$ 3,579
Tree Removal & Pruning	\$ 15,570	Army Worms	\$ 1,500
27AB Gable Replacement	\$ 28,500	Catch Basins	\$ 3,400
Exterior Painting 7 & 17	\$ 29,900	Pond Pump	\$ 6,126
	\$ 196,188		\$ 108,721

Royal Crest Country Club--Financial Activity At-A-Glance

August, 2021

Income At-a-Glance			
	Mthly Income	YTD Income	YTD Budget
Income			
Monthly Condo Fees	\$119,776.00	\$958,208.00	\$958,208.00
Pool/Clubhouse Fees	\$0.00	\$0.00	\$2,000.00
Room Fees	\$0.00	\$0.00	\$60.00
Returned Check Fees	\$0.00	-\$5.00	\$0.00
Miscellaneous Owner Fees	\$0.00	\$0.00	\$100.00
Total Operating Income	\$119,776.00	\$958,203.00	\$960,368.00
Other Income			
Golf Course Fees	\$11,049.00	\$41,185.00	\$44,500.00
Total Other Income	\$11,049.00	\$41,185.00	\$44,500.00
Total Income	\$130,825.00	\$999,388.00	\$1,004,868.00

Expenses At-a-Glance			
	Mthly Expense	YTD Expense	YTD Budget
Operating Expenses			
Utilities (Oil, Electric, Water, Cable)	\$14,043.00	\$133,016.00	\$140,536.00
Payroll (FT/PT, Tax, Worker Comp)	\$15,509.00	\$106,978.00	\$103,838.00
Operation (Clean, Trash, Snow, Pest)	\$19,746.00	\$215,384.00	\$222,249.00
Maintenance (Repair, Supplies)	\$3,086.00	\$52,521.00	\$85,556.00
Insurance (Package, Umbrella, Auto)	\$8,574.00	\$68,647.00	\$61,698.00
Admin (Office, Phone, Consultant)	\$2,775.00	\$26,402.00	\$25,408.00
Other (Taxes, Bad Debt)	\$0.00	\$450.00	\$675.00
Total Operating Expenses	\$16,800.00	\$134,400.00	\$134,400.00
Other Expenses (Golf)			
Groundskeeper	\$19,500.00	\$162,120.00	\$164,120.00
Golf Pro (Contract, Commission)	\$3,856.00	\$27,307.00	\$25,040.00
Golf Equip. (Lease, Repair)	\$6,419.00	\$42,115.00	\$57,148.00
Other (Fert, Aerate, Irrig, Sup, Tax)	\$4,875.00	\$35,364.00	\$39,025.00
Total Other Expenses (Golf)	\$34,650.00	\$266,906.00	\$285,333.00
Total Expenses	\$115,183.00	\$1,004,704.00	\$1,059,693.00

Citizens Bank Accounts At-a-Glance			
Operating Account (#487-3)			
Beginning Balance			\$65,948.80
Deposits	\$155,661.00		
Checks	-\$72,754.06		
Debits	-\$14,281.84		
Ending Balance			\$134,573.90
Reserve Account (#486-5)			
Beginning Balance			\$102,485.60
Deposits	\$16,800.00		
Checks	-\$25,070.00		
Debits	\$0.00		
Ending Balance			\$94,215.60
Petty Cash Account (#204-4)			
Beginning Balance			\$12,769.41
Deposits	\$0.00		
Checks	\$0.00		
Debits	-\$3.00		
Ending Balance			\$12,766.41

Reserve Activity At-a-Glance			
Reserve Activity			
Beginning Balance			\$255,921.79
Add: Reserve Fees Collected			\$134,400.00
Add: Interest Earned			\$224.85
Less: Expenditures			-\$95,788.00
Ending Balance			\$294,758.64
BrooklineBank Account			
Beginning Balance			\$200,517.49
Deposits	\$0.00		
Checks	\$0.00		
Maintenance Fee	\$0.00		
Interest Paid	\$25.55		
Ending Balance			\$200,543.04