

MONTHLY MEETING
Farrwood Green Condominium, Phase II
Held October 4, 2011

Attendees: Board Members: Sean O'Connell, Todd Lariviere and Jonathan Campbell

PMA: Elaine Romano

Absent: Theresa Poore

Theresa absent, Elaine acted as 'temporary' clerk.

Meeting called to order at 5:30pm

Board went into Executive Session from 5:30PM – 6:30PM

Out of Executive Session:

Prior monthly minutes were reviewed and approved.

Financials were reviewed and approved.

Open Business:

- Snow Specifications still in creation status and should be supplied on Friday from Todd. Once received, PMA will send out to multiple contractors. Board members suggested specs go out to the following contractors: Patriot, Cody, and FDG.
- Error was found on one page of CPA report. Rosselli will re-submit the change to the Board.
- PMA supplied one quote on paving (EJ Paving); Elaine has met with two other companies; Belleville Paving and Superior Seal coating on 9/26, waiting for quotes.
- Scott Construction reported to PMA there are four units in which the privacy caps should be replaced and not repaired. Units 76, 77, 78, 79. Additional proposal was supplied by Scott for the change work. Board voted to approve the change work.
- Two proposals supplied for replacing the stairs at 67/68 (Scott Construction & J&S Masonry). Board approved Scott Construction.
- PMA previously supplied two quotes for upper portions of the buildings (Homescapes & All In One Contracting) and is waiting for one more quote to come in. Lambert Roofing contacted several times (via phone and fax) with no response.
- PMA will pull the invoice for next month's meeting to go over the outstanding \$870.00 to the landscaper, McCarthy.
- One common faucet repair left – unit #140 and repair must be done from the inside. PMA will schedule with unit owner.
- PMA will contact unit #138 and schedule outside repair work.
- Several work orders remain open (#65 gutter, #98, extension, etc.) and are in the process of being worked on.

New Business:

- Board discussed the cleaning of the upper portion of the buildings and the 'cement patios'. PMA will secure bids for possible work in spring 2012.
- PMA reported a call from unit #88 stating he had a water stain in the ceiling. Roofing contractor checked this out and it was from the ice dam problem in Feb. Elaine will send out a letter regarding interior repair.
- Board discussed the barrels continually being left out front of unit #98 and not removed after the Board sent a letter. Fines will start to be assessed to the unit.

Meeting adjourned: 7:56 PM