

**Villages at Marlborough East
Minutes Board of Governor's Meeting
July 23, 2019**

Note to Board: type in red is Executive Session and will not appear in the minutes that go out to residents.

Present: Dale Dolesh, Bob Cucchi, Nancy Hoffer, James Johnson, Wayne Chang, Gina De Francesco (Property Manager), Linda Hilliard, scribe

The meeting was called to order at 2:15 pm.

March 2019 Board Minutes

6/19 Board minutes. *Approval proposed by Nancy; seconded by Bob. Unanimous*

Ratify the vote to approve the sprinkler repair by Ellis Fire Suppression.
Proposed by Dale; seconded by Wayne. Unanimous

Financial Review

Total Reserve Fund as of July 2019 is \$497,736.61. This includes \$769.02 in interest. Bob reviewed Dartmouth Financial and agreed with what we have
Note: All financial information is on the website portals. Motion to accept financial review and Dartmouth report by Bob; seconded by Dale. Unanimous

We are halfway through the budget year and we are "in good shape." We had \$55,000 in the budget for painting. Painting will need an additional \$32,000. Note resource figures below:

2018 surplus	\$32,838
Snow removal	10,304
Landscape other	5,000 (if we don't use)

Painting	(30,000)
Fire sprinkler	(16,000)

Legal \$1,385 over - covered by insurance
Water and sprinkler could by \$5,000

- The outside light replacement project is almost completed. The team has \$347 in cash from residents to pay for the bulbs.
- Suggested that the Board pay for the PRC to go out to lunch sometime as a thank you for all they do.

Manager's Report

- **Gutter Cleaning and Repair:** The front and back of every unit will be cleaned after the leaves are down (probably late October or early November. Definitely before it snows. Gutters will be repaired as needed. Dartmouth will seek contractors. **Wayne to do a walk around with Gina to pinpoint any problem areas.**
- **Trim Painting Update.** Job completed however, painter will return for any additional touchups and trim. **Eagle Painting is honoring the original contract of \$80K. We still owe them \$15,000. Bob will walk around with Eagle to check workmanship before final payment.**

Unfinished Business

- **Ellis FireSuppressions** - sprinkler repairs complete. Dartmouth to follow up with regarding promised two spare heads. The three most at risk units were completed. Now they are proceeding with general sprinkler repairs for other units; about a half day to finish completely (Monday). **Wayne to review Metro West Fire Inspection report from previous years to see if they reported some of the issues found by Ellis.**
- **Meeting with Mass Commission Against Discrimination.** October training in Worcester. Fee is \$60. Attending Gina, Dale, Bob, Nancy (all under that one fee).
- **Dryer Vent Cleaning:** The vent cleaning jobs have been completed. However the new vent covers still need to be done. Residents should contact their village captain by August 1 if they want a new drier vent cover. The captains will give Nancy Hoffer the list of names. Once the list is tallied, interested residents will be contacted regarding payment and a schedule. **Wayne and Jimmy will replace vent cover. Price TBD.**
- **ARR MAX (Sal) to be contacted regarding repairing catch basin and other immediate aspects of road paving project (the major roads replacement project is on back burner for now). Bob's opinion: spend \$60,000 to \$70,000 now to gain 10 years on the roads. Jimmy suggests doing the catch basins all at one time (versus right side this year and left side another year), especially the common road. Dartmouth needs to get a price for the revised plan before Board can approve. Work may be delayed until September.**

The meeting adjourned at 4:05

Linda Hilliard

Move August meeting to the 20th

**The Villages at Marlborough East
Board Meeting/Treasurer Report
July 23, 2019**

Reserve Fund Balance	As of 6/25/2019	\$491,134.26
Money Market Account		
Avidia Bank	Balance as of 6/25//2019	\$137,280.56
	Interest earned June	\$ 113.84
	Transfer from operating account June	\$ 5,833.33
	Balance as of 7/23/2019	\$143,227.73
CD Accounts		
Avidia Bank	Balance as of 6/25/2019	\$ 35,295.73
	Interest earned July	\$ 37.73
	Balance as of 7/23/2019	\$ 35,333.46
Avidia Bank	Balance as of 6/25/2019	\$ 61,746.31
	Interest earned July	\$ 111.75
	Balance as of 7/23/2019	\$ 61,858.06
Main St. Bank	Balance as of 6/25/2019	\$118,695.85
	Interest earned June	\$ 204.87
	Balance as of 7/23/2019	\$118,900.72
Main St. Bank	Balance as of 6/25/2019	\$138,115.81
	Interest earned June	\$ 300.83
	Balance as of 7/23/2019	\$138,416.64
	(MSB CD's collateral for \$300K line of credit)	
Total Reserve Fund	Balance as of July 23, 2019	\$497,736.61