ATHERTON COMMON UNIT OWNERS ASSOICATION
BOARD OF DIRECTORS WORKING MEETING MINUTES
MAY 13, 2020

The meeting was called to order by President John Learoyd at 3 pm via Zoom. Also in attendance were Vice President Dick Stout, Treasurer Kevin Eagan, Secretary Joan Ferguson, Capital Reserve Chairman John Sullivan, At- Large Director Rich Nowak, and Association Manager Norman Desrochers.

ROT REPAIR. Norm reported a visual inspection was conducted by Great North of the 3 buildings set to be painted this year; advising the cost of labor and materials will be close, if not under, the 2020 budget.

ROOF MOSS. The Association will purchase the chemicals and Great North will do the work to remove the identified roofs with estimated completion by the end of June.

2020-2022 SNOW REMOVAL CONTRACT. Received three bids: two bids are essentially the same (Silver Maple and Akorn) and the third is a "pay-as-you-go" bid (Custom View). Great North will forward the previous contact to Akorn, asking if the conditions are agreeable (e.g., paths to the oil connection; shoveling around the mailboxes; putting out ice melt/sand to ease icing; as well as clearing the street, driveways and sidewalks).

SEPTIC TANK PUMP-OUT SCHEDULE. All 15 sites will be pumped by the end of May, per Great North.

STREET LIGHTS. The front entrance sign light electrical box was replaced. The light in front of Unit 37 appears to be continuously on; Great North will check if it is the photo cell or the fixture and make the appropriate repairs.

GROUNDS COMMITEE. As there are yet to be committee members, Nowak agreed to query potential members and Learoyd will send an all-unit owners email asking about membership.

LANDSCAPING. Two unit owners have requested permission to make improvements on the areas behind their unit. The requests were approved as long as the owner takes responsibility for maintenance. It was noted that as the areas are common areas ,the Board has the right to make any changes for the common good. However, history shows such action is unlikely.

The Board asked Great North to query Akorn about the feasibility of repairing/stabilizing the rock walls around the pond and the entrance as they appear to be collapsing/pulling away from the ground.

Game plan to add "good" bacteria to the pond will be by the end of May -- when the

water temperature is above a consistent 50-degree fahrenheit for best effectiveness. The pump will be turned on around the same time.

Unit 39 request dead evergreen bushes in the front of her unit be removed; the Board approved the request and Great North will ask Akron to pull them up. The Association will pay for their removal and the Unit Owner will pay for purchase and installation of any new bushes compatible with the Association landscape. Desrochers will advise her of the Board's decision

Water drainage in front of Unit 20 continues to be an issue and is preventing the growth of the lawn. Learoyd will investigate if a grate or a dry well might be a solution.

ROOFING. The Board discussed the three proposals to replace all unit roofs. Stout agreed to get more information on the shingle types, particularity on life span and warranty provisions. Learoyd and Sullivan will analyze loan schedules and how the repayment schedules will impact the monthly fee. One model will reflect replacement in one timeframe, another staging over six years so the impact is incremental (knowing the prices of shingles and labor will increase), and another staging over six years with the vinyl project.

The meeting was adjourned at 430 pm with the next meeting scheduled for May 20 at 3 pm via Zoom.

Respectfully submitted,
Joan Ferguson, Secretary