ATHERTON COMMON UNIT OWNERS ASSOCIATION
SPECIAL MEETING OF THE BOARD OF DIRECTORS
SEPTEMBER 11, 2018

MINUTES

CALL TO ORDER:
The meeting was called to order by Kevin Eagan at 6:20 PM.

ROLL CALL:
Kevin Eagan, Cliff Kinghorn, Kevin McIntyre, Art Brault and John Learoyd, Directors; Norman Desrochers, Association Manager.

FINANCIALS:
After a review by Mr. McIntyre, Mr. Kinghorn moved to accept the August financials. There was a second from Mr. Brault, and the motion passed by a vote of 5 to 0.

LANDSCAPE IMPROVEMENTS:
The Board discussed the remaining items from the Grounds Committee recommendations that are left to do. Mr. Kinghorn moved to authorize Akorn to repair the retaining wall near the front entrance and defer the rest of the suggested improvements until a later date. There was a second from Mr. McIntyre, and the motion passed by a vote of 5 to 0.

PRIVACY FENCES:
Mr. Desrochers noted that there are five privacy fences with a total of nine panels on the replacement list. He said that he has met with some fence companies and also obtained an estimate from Great North Maintenance to replace the fences, but there are questions regarding specifications for the fence design and color. The Board decided on a stockade design, in conformance with the fence that is located between units 31 and 32, and fence color to match as closely as possible to the color of the body of the nearest house.

ROT REPAIR:
The Board discussed the report of the committee to evaluate rot repair needs around the community, and will consider doing some repairs in 2018, independent of the planned exterior repair and painting project. Mr. Desrochers will attempt to get estimates from prospective contractors prior to the budget process.

POND ALGAE:
The Board noted that there have been no developments in the search for a means to eliminate the build-up of algae in the pond.

UNIT 44 MASTER INSURANCE CLAIM:
Mr. Desrochers reported that the claim has been processed and repairs completed. He said that $4000 towards the deductible was paid by the insurance company for the unit owners, and as a result, net of income and expenses, the association had an out of pocket expense of $817.16.

UNIT 26, POTENTIAL MASTER INSURANCE CLAIM:
Mr. Desrochers said that he is waiting for more information from the unit owner's insurance company before determining whether a claim will need to be filed with the master insurance company. He said that a leak from a water heater caused damage to the unit.

UNIT 44 BREEZEWAY ROOF:
The Board accepted a proposal from Creighton's Construction to replace a leaking roof above the breezeway. The estimated cost is $2,250.

UNIT 40:
Mr. Eagan said that he received a report that there is rotted fascia behind the gutter on the back side of the condo that is causing water to come inside. Mr. Desrochers will have Maintenance inspect and provide an estimate to repair.

Unit 6 CHAIN LINK FENCE:
The Board granted permission to the unit owner to remove a chain link fence behind his condo.

EXTERIOR REPAIR AND PAINTING PROJECT:
Mr. Desrochers reported that Shane Humphrey has completed the project on units 4-6 and 9-12. He noted that actual repair costs were $550 less than estimated.

PATCHING AND CRACK SEALING:
Mr. Desrochers reported that the project was completed by NE Sealcoating. The total cost was $14,092, which included an additional cost of $388 over the original estimate for added pavement repairs.

The meeting was adjourned at 8:05 PM.

Respectfully submitted,

Norman Desrochers
Association Manager