

**SOUTH MILL VILLAGE
EXECUTIVE BOARD MINUTES
SEPTEMBER 17, 2007**

ATTENDANCE: Jack Burke, Jack Foley, Al Penland and Greg Dobbs

Amy Brodeur and Rich Nicholson were unable to make the meeting.

The meeting was called to order at 7:05 PM.

A motion was made to approve the minutes from the August meeting. (Motion-J. Burke/Al Penland-Unanimous Approval)

BUILDING REPAIRS: Dr. Fortin (# 76 South Mill) reported that the palladium window has deteriorated and needs to be replaced. Imagineers indicates that it was measured and they are awaiting the estimate for replacement. The McCarthy window (#93) has been approved for replacement.

All mailboxes will be replaced throughout South Mill Village within the next 60 days.

Imagineers has been requested to have work orders assigned with name and unit number and proposed date to be completed. An estimate of costs would also be helpful. Status must be updated every 2 weeks until completed..

Greg and Mary Dobbs have formally requested, through the unit modification procedures, that a handrail be installed (2 steps) at the front entrance to their unit (90 South Mill). Jack Foley will send notice regarding the railing to the Dobbs' neighbors in accordance with the established unit modification procedures.

A decision needs to be made regarding the chimney inspections for 2007. Greg Dobbs was going to research to see if this was required/recommended each year. The purpose was to determine if the chimneys are in need of cleaning or repair. All chimneys in the complex were checked in the fall of 2006.

INSURANCE CLAIMS –IMAGINEERS RESPONSE

Jack Foley stated that there has been no response to the Executive Boards letter to Mike Brogan regarding the status of 4 pending insurance claims. The Executive Board has concerns regarding Imagineers failure to properly document and provide responses to these straight forward financial matters. The lack of service and untimely response is unacceptable. Jack Burke advised Bill Nardi that the Board needs to have the response within one week at the latest.

TREASURER'S REPORT: The Treasurer's report is pending. Amy Brodeur was unable to attend the meeting as she was out of the country.

The proposed 2008 budget suggests a 2.9% increase over 2007. The budget will need to be finalized within 45 days with a notice going out to unit owners between November 15-18th. Bill Nardi will have Leticia reserve the hall for the **Annual Meeting**, scheduled for December 3 at 7PM.

LANDSCAPING: The RFPs to 8 contractors/designers were sent out in August. To date there have been only 2 responses, those being:

1. Jeff Pell of General Landscaping
2. Fisher Landscape and Design in Cromwell

Al Penland is waiting for the final responses expected by mid to late October.

The white pines on Overshot Drive will not be replaced in the immediate future and have been trimmed as much as possible (further trimming would kill the trees).

Jeff Pell has advised that the two crab apple trees at 73 and 75 South Mill need to be removed.

Reseeding needs to be done in several areas.

Painting Survey: Greg Dobbs would like a formal survey on those units painted this year as was done in prior years. The overall impression based on initial feedback was that Prime Touch Paint was very responsive, the paint job was well done, however, the clean up or lack thereof was sloppy.

RESERVE STUDY: This should be completed before the annual meeting. Greg Dobbs will review the RFP submissions along with Dick Ferris and make a recommendation to the Executive Board on the selection of a vendor to complete the study.

MANAGER'S REPORT: 98 South Mill (Patricia Smith) had a problem with the pipes leaking in the bathroom and it is currently being renovated at a cost of \$1906.

88 South Mill (Richard and Cheryl Ferris) were having a problem with both the sliders. The basement slider can be repaired but the upstairs slider needs to be replaced. (Motion to repair/replace Jack Burke/Al Penland-Unanimous Approval)

Linda DeSilva #73 South Mill wants to install a vent in her kitchen. The Board will hold a formal hearing if a formal application is made in accordance with the request for modification procedures.

Motion to adjourn at 9:15 PM. (Jack Burke/Al Penland-Unanimous approval)