

## **INTRODUCTION**

The Zoom Annual Meeting of the South Cove Heights Condominium Association was called to order by Board President Donald Hooper. Nine (9) units were represented in person and one (1) by proxy; therefore, a quorum was declared. Mr. Hooper welcomed everyone and introduced the Board Members and Terry Jones from Belle Terre.

Mr. Hooper asked for a moment of silence for Faye Hartman who recently passed away. She and her husband Rick have had a home in SCH for many years.

## **PROOF OF NOTICE**

Mr. Hooper entertained a motion from the floor to waive the reading of proof of notice which is the meeting notice that the owners received. The motion was made, seconded, and passed by a unanimous vote.

## **MINUTES OF 2019 ANNUAL MEETING**

Mr. Hooper requested a motion to waive the reading of the minutes of the 2019 Annual Meeting. A motion was made, seconded, and passed by a unanimous vote.

## **BOARD OF DIRECTORS REPORT**

Mr. Hooper reported the following:

Staining is done on a rotating schedule, the Board inspected units 46-44-42 and decided to delay staining until next year. It was agreed they would be done in 2021, this year's stain funds will be transferred to next year.

Leo Sprecher asked if by deferring staining does that mean that stain is wearing better-Terry confirmed the product is better as it is a solid stain; more pigment provides more durability. The paint supplier has said users should expect 8-10 years.

Betsy Tobin commented there is "bleeding" on the siding and feels the stain is not holding up. Terry noted that the "bleeding" is true with all the groups, the knot holes and pitch causes the color variation. A lighter color stain may not be as visible, but it will not eliminate the issue.

Deck Rails – the biggest issue is cupping and peeling of deck rails. The Board approved the replacement of the top rails with Azek, a composite material. Due to COVID19 and the availability of supplies, the project was delayed. The cost for the materials doubled and the supplier originally sent the wrong color. Carpenter is playing catch up; but has since completed unit 22.

Siding – Mr. Hooper explained the criteria for siding repairs noting unit 20 and 36 have had damaged siding replaced– repairs are prioritized starting with areas prone to leakage. Rich [carpenter] inspects units and prioritizes the list. Low areas have some appearance of issues, but they do not pose imminent leakage issues.

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Landscape – extensive pruning has been done; some higher trimming is needed which requires a tree expert. Local tree companies are also behind due to COVID and many have VT employees which limited work. Terry emailed John Fox after the last Board Meeting, no reply yet.

Weeds were treated again, the first was not effective and they returned for a second visit. The second treatment was better; Terry confirmed there is no charge for the second treatment.

The parking side, island, and area above the paved berm at the bottom of the hill were mulched this year. The deck side area will be discussed under Old/New Business; a lot of work has been done to sort it out.

Chimney Inspections - 5 units were inspected and/or cleaned; owners received their inspection report via email. The Association pays for the exterior repairs only. Due to exterior issues with the brick chimney, the Sweep recommended Unit 38's chimney be rebuilt. Due to the rebuild cost, the Association went with another approach and installed a wooden chase around the brick chimney and fabricated a heavy-duty metal chase cover. Terry showed a picture of the finished project.

Roof Replacements – Mr. Hooper explained the process; this year based on the roofer's recommendations, the deck side of units 38 and 40 were re-shingled. Also, a bump out on Unit 20 was re-shingled. Slope replacements are paid for from the reserves, a combination of common and the special assessment. There are 6 slopes remaining. The goal has been to do 3-4 slopes per year; expect another couple of years for the completion of all.

Mr. Sprecher inquired as to the life span and when the cycle started. Terry confirmed they hope to get at least 20 years or more and the project was started in 2016.

### **TREASURER'S REPORT**

Mr. Welsh gave the following treasurer's report:

There is one delinquent owner.

Cash on hand \$ 39,842.00

Common Area Reserve is \$17,280, Operating Reserve is \$8,033 and the stain fund is \$6,395.

The balances do not include audit transfers for 2019 as the Audited Financials are not ready due to the company merger and Covid19. Audited Financials will be sent to owners when available.

Mr. Welsh read the IRS Ruling 70-604 and requested a motion. The motion was made and seconded and unanimously passed by the members.

He noted the Proposed Budget for 2021 was up approximately 3%. He asked for a voice vote to accept the budget as proposed. The Budget was unanimously accepted by the members.

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### **MISCELLANEOUS**

Mr. Hooper reminded owners to provide Belle Terre with any changes to their contact information. He also noted BT's email has changed to a more secure email, please use: [office@belletterreus.com](mailto:office@belletterreus.com)

Mr. Hooper explained that the Board opted to go to one pick-up per week [Mondays] for trash due to a significant increase in cost. He noted there have not been any complaints to date regarding the once a week pick up.

He encouraged owners to view the Belle Terre website noting it includes policies, resolutions, and a newly required Alteration Request Form. He reminded owners that any improvements over \$1K must be reported to the Association to provide to the Master Insurance Provider. Note: all Owner Requests require Board approval.

Mr. Hooper reminded owners that there is a \$5K deductible on the master policy. He encouraged owner to be sure their homeowner's insurance was adequate to bridge the gap.

He reminded owners of the following:

- Close units up in a safe and complete manner if not going to be here for an extended period including the heating system.
- Add antifreeze to heating systems.
- B unit styles have an issue with the Dining Room overhang – the underside is exposed and not properly insulated; therefore, be aware that area is susceptible during cold weather.
- Mr. Welsh noted antifreeze has a shelf-life; therefore, it does need to be replenished. This applies to hot water heat not forced air.
- Keep exterior vents free of ice and snow.
- Change batteries in smoke and carbon monoxide detectors.
- Keep fire extinguishers handy and know where they are located – remember they have an expiration date...have flashlights handy as well.
- Replace the old washing machine hoses to the newer burst free. New hoses are less prone to ruptures.

### **ELECTION OF A DIRECTOR**

Mr. Hooper explained the director positions are on an alternating schedule; one position each year.

Bob Koester's term is up this year and he is willing to serve again but not as President. Mr. Hooper clarified members elect the Director, but the Board elects the officers.

Betsy Tobin also offered to serve.

A motion was made and seconded to nominate Mr. Koester.

A motion was made and seconded to nominate Mrs. Tobin.

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Mr. Hooper explained this was a unique situation with 2 nominees. Terry noted they could do a hand vote.

Each nominee gave a brief statement regarding their interest to serve.

Bob Koester was elected to serve another term as Director.

Owners inquired if Betsy Tobin could serve on a committee; the Board agreed they would welcome on site committee members. Deborah Hirsowitz also offered to serve on a committee.

### **OLD/NEW BUSINESS**

Mr. Hooper noted that an earlier request to enclose unit 30's air condenser was approved but is on hold as the carpenter has to complete priority jobs first.

He noted all the bluestone walks were refreshed this past summer. Mr. Sprecher inquired if the bluestone walks are workable during snow removal. Terry confirmed they were unless the ground is soft.

Mr. Hooper noted insects are attacking Ash Trees – the Arborist inspected and there are none in SCH; the majority appear to be on the west side in Eastman.

Mr. Hooper noted the back-deck area has been an issue over the past 5-6+ years. The Board has narrowed down the approach which would primarily affect the area from units 24 to 36.

Option 1 was to scatter clusters of spreading evergreens. The Landscape Tech assessed the area and confirmed the number of shrubs needed would be costly and take years to expand.

Option 2 was to add 3-5" of topsoil and hydro seed the area. Terry confirmed that her field supervisor [Tony] confirmed mowing the area would not be an issue. There was a lengthy discussion regarding the advantages and disadvantages. Ultimately, the members agreed to proceed with the hydro seeding. They also agreed to move forward this fall with the plan.

Mr. Sprecher thanked the Board for the well thought out plan by the board and Betsy Tobin also expressed her appreciation.

Mr. Hooper noted the Board had a request to change the unit stain color to a lighter color [South Shore 3 and East Lake] He explained that blocks of units are done – it would take a decade to get through the change in stain color; therefore, the Board decided not to promote the change. Mrs. Tobin inquired if all the units could be done at once like East Lake. Terry noted East Lake did not do all the units at one time. It was agreed that approach would be too costly.

Mr. Sprecher inquired if due to the costliness of roofs, and the improved technology that lowers maintenance cost if the Association has considered metal roofs. He noted it was not an action item, only something to ponder. Terry confirmed other condo groups have discussed metal roofs but are concerned with the safety issues. Snow loads coming off the roof is a huge liability.

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John Hock explained that the pine tree by his deck is causing havoc with all the needles and sap on the deck and furniture. His new slope looks great but wonders if in a few years it will be built up with sap and moss. Earlier he proposed cutting it down and offered to pay since it affects his unit and not anyone else. Mr. Hooper noted 3 pines were brought up earlier and the Board received 2 different quotes at approximately 1600 each to drop and leave the debris down the hill; both professionals agreed the trees did not pose a safety issue. Mr. Hooper noted the Board surveyed neighbors and response to remove was negative. He noted the Board is sympathetic, however we live in a forest. The Board confirmed the dead limbs would be removed. Neighbors would be consulted before any future removals. Mr. Hock requested the BOD take the new slope into account when making the tree decision. Mr. Hock also asked Terry about the fee for a new skylight as there was not time to plan prior to the slope being done. Terry confirmed she discussed with Weathercheck Roofing and they agreed there would not be any extra charge; they would honor the price quoted if it had been done with shingling.

Deborah Hirsowitz noted Weathercheck has been relaxed about returning communications; another owner noted same issue. Terry will discuss with Weathercheck's office manager.

Mr. Martin noted he had reported a dead hemlock leaning toward the unit. Mr. Hooper confirmed he would have John Fox look at it.

Betsy Tobin reported a safety issue between the 26-28 driveway post. The pavement is breaking up; she noted someone walking could get hurt as it is a dangerous ditch. Terry confirmed they would inspect to determine if it is the ECA or SCH's to repair.

Mr. Hooper thanked everyone for participating via Zoom, he felt it worked out well. Mr. Sprecher thanked Mr. Hooper and the Board.

There being no other business to conduct, the meeting was adjourned

Respectfully submitted,  
Terry L. Jones, Recording Secretary