

## Killington Gateway II – July 13, 2020 Board Meeting Meeting Minutes

### Board Members:

- President Michael Blasi
- Vice President Steve Lydon, Joseph Fritch
- Treasurer John Lydon
- Secretary Lois Tupay

### Board Meeting 2020 Schedule

#### Date Start Time

- January 13 6:30 pm completed
- April 20 6:30 pm completed
- July 13 6:30 pm
- October 3 8:30 am – Board Meeting
- October 3 10:00 am – Annual Owner Meeting

### Opening Remarks: Michael Blasi, Board President

#### Topics for Discussion: Board Members

- Late fee / collection policy:  
The Board received 14 homeowners responses; 13 approved 1 rejected.  
**Action to be taken:** A follow up email will be sent to all homeowners who have not responded.  
**Assigned to:** Lois
- Building Security: Lower Doors with no security  
**Discussion:** If the lower doors are locked, how will the Delivery companies deliver packages to the homeowners? Some homeowners received sensitive material that requires immediate attention such as medication.  
**Action to be taken:**
  - Front Lower Door:  
Further discussion is required to develop an alternative solution to locking (securing) the front lower door.
  - Lower Back Door  
The lower back door will be locked.  
**Assigned to:** John
- Guidelines wearing mask in common area: Safety concerns for all homeowners and renters.  
**Discussion:** The pandemic is still here and with ski season around the corner, there will be additional renters coming and going in the building. Lois expressed a concern for safety of the homeowners and suggested that we require wearing a mask in the common areas (hallways, laundry room, and game room). To implement a mask requirement, it was suggested to put up signs stating masks are required in all common areas. In addition, add mask required in the

comments area of the Covid Virus paper work all renters are required to complete,

The question was asked, how can we monitor this requirement.

**Action to be taken:** Further discussion is required

- **Steve Lydon recap building review/walk around**

Steve met with several contractors to review the roof and perimeter drainage. Each contractor reviewed the current state of the building and provided quotes to address the issues.

While doing the walk around, it was discovered unit 7 had a bathroom leak. The Floor joist is wet and need to be addressed. Joan, in Unit 7, was aware and already is in the process to address the leak. Photos were provided to Joan.

- **Maintenance Items:**

- **Trash Dumpster Chain:** Chain has been installed
- **Washer/dryer:** Open
- **Bridge & Siding:** Steve Lydon and Paul Tupay fixed all boards that were a safety hazard; tighten all loose boards and blasters.
- **Shed:** Doors were adjusted and new hinges were added.

**Action Item:**

Email notification will be sent to all homeowners informing them:

- Shed is for Homeowner use only
- All items, in the shed, are to be labeled with homeowner's name and unit number

**Assigned to:** Lois

**Building Management Update: Jacob McGrath, Killington Vacation Rentals –**  
**Jacob was unavailable to attend the KGWII Board meeting -No Updates provided**

- Sewer system review: Estimates to upgrade second pump
- Perimeter drainage review: Estimates regrading grounds around the building
- Sprinkler system: Updates
- Roof Insulation:
  - a) Cost to add additional insulation
  - b) Investigate solution to the ice buildup/falling
  - c) Investigate solution for roof over entrance ways
- Internet upgrade: Updates – further discussion between Jon and Vince
- Regrading of Parking Lot: Schedule and new estimate to be review with contractor
- Snow removal / parking: Review this winter's success and failures.
- Parking Lot:
  - a) Sample light fixtures will be available for homeowners to view.
  - b) Schedule regrading parking lot in the spring with contractor.

**Financial Update - Christine Morrison, CPA**

- **Review June's financial results**

- \$ 39,909 Operating funding
- \$ 141,307.94 Restricted for Capital Improvements.

Note: There were capital improvements paid out of operating funds. So if capital expenditure is required payment could be taken out of the Restricted Capital improvement funding.

- **Accounts Receivable**

\$19,196

- **Accounts Payable**

\$2,461.04

- **Profit/Loss**

Quarterly dues	on target
Legal fees	under budget
Pest Control	Under budget
Pool and Tennis	Under budget
Grounds	Under budget
Building Maintenance	On budget
Water sewerage	over budget

- **Review Pandemic financial impact**

Vendor Payments: We pay all our vendors, However, we hold all payments up until the 30 day due date.

VEDA Loan: During the pandemic, the State has allowed payments to stop. However, we continued to pay on schedule. All payments have been going directly to the principal.

- **Unit 22**

Unit 22 has been sold.