

Killington Gateway II – October 3, Board Meeting Minutes

Board Members Attended:

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

Homeowners Attended:

Caroline and Bob Germond
Pat McGee
Courtney Diflore
Joan Lamarca
Paul Tupay

Board Meeting 2020 Schedule

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

KGW 2 Project Updates: Michael Blasi, Board President

- New Project Management Team:
This year the KVR group's contract was up. The Board decided to replace KVR and requested proposals from several local Property Management groups. The board received 2 proposals. Both were reviewed for services and costs.
A homeowner meeting was held and everyone was brought up to date.
During the meeting a final vote was taken and The Killington Group was awarded the contract.
It is estimated that the new contract will save the Association \$10,000 per year.
- Introduce The Killington Group
Bob, owner of The Killington Group, introduced himself and stated how pleased he was to be awarded the contract. Bob spoke briefly about how he started the company in the 1970's and feels his team will do a great job managing the property.
- WiFi Upgrade:
Our current hardware and data capacity is over 10 years old and requires an upgrade no matter what provider we go with. Hardware upgrade will be approximately \$1,600.

First Option: Comcast was contacted to review current services and potential upgrades. Comcast proposal was expensive however; we are going to upgrade at least our data capacity to 500 mb

Second Option: Single digit was contacted to review their services. The system was tested and results were not favorable and more expensive.

Third Option: Hardware will be updated by an IT group located in Chicago and managed remotely by dial in access

It was agreed to move forward with the 3rd Option

- Laundry Service Contract Review
Discussion held on to own or rent Laundry room washer/dryers.
 - **Own:** Killington Gateway would need to upgrade machines and replace/fix the machines requiring attention.
User method of payment will continue to be coins at \$2.00 a load.
There would be a 50/50 split with Property Manager per month on the total coin collected.
 - **Rent:** A vendor will bring in new washer and dyers. They would be responsible for maintenance.
User method of payment will be credit card. Internet connection is required. Killington Gateway is responsible to have a hardwire connection in the Laundry Room.
Contract will be for 7 years and a 60/40 split
New cost to Owners is \$2.25 per load

UPDATE: The Board has signed a contract with Yankee Equipment Services. The new laundry room will be upgraded with 3 new washers and dryers. Payment system will be credit card at \$2.25 per load.

Building Management Update: The Killington Group

∴

Maintenance Items:

- **Unit 7 Leak Update:**
Discussed the leak causing a need to have the subfloor and 2 joist replaced. Joan reached out to her Insurance company and they stated the wording in the bylaws indicate that the joist replacement should be the responsibility of the Association.
It was agreed Joan would be responsible for the subfloor and the Association would be responsible for the joist.
Joan has a contractor who will be performing the work. However Mike Cappinger will do final review and approval.
Update: Work is scheduled to begin by mid- December

- **Trash Dumpster:** Results of Voting on Location
Homeowners voted to keep the trash dumpster in its current location.
Property Manager will ensure during winter months the area around the dumpster is shoveled and salted.
- **Bridge & Siding:** Replacement boards complete; next step staining the boards.
Update: Staining in progress
- **Shed:** Final clean up.
Final cleaning did occur. Items not labeled were trashed. New locks need to be installed.
Note: There is a kayak in the shed not labeled and was not removed from the shed. Homeowner needs to label the kayak.
- **Weekly Cleaning:** New weekly cleaning schedule has been changed to Thursday.
- **Building Security: Installing new lock**
Back door under the bridge is now locked and secure from the outside.
This means you can leave from the inside of the building but cannot enter from the outside.
- **Pest Control:** Pest Control Company was on site October 5 and their report is pending.
Update: Exterior bait boxes (mouse traps) will be set and monitored during the winter months.
Ant and crawling insect exterior spray will take place in the spring.
- **Pool:** Closed for the Season
- **Fireplace Cleaning:**
Currently Killington Gateway II has a contract with Proctor Gas. The contract states every 2 years they will perform a fireplace cleaning in all units. 2022 is the next cleaning cycle.
However, not all units were cleaned on schedule in 2019.
Update: Follow up required to determine units not cleaned in 2019/2020 and how to move forward with Proctor Gas.
- **Tree removal and Brush hog:** Tree removal and brush hogging on back hill has been completed.
- **Hallway Maintenance:** Patch holes and paint where needed is in progress.

- **Roof Repair:** Short term solution to the roof leakage has been approved by the Board. The solution includes the following:
 - The present gasket screws at the eaves are loosening and have caused elongated holes in the standing seam metal panels. They will remove them and install larger size gasket screws.
- Double lock and flatten approximately ten feet of standing seams closest to the center of the valleys.
- Lock and flatten approximately six feet of standing seams at the mouth of the valley. Caulk each side of the valley. Then seal the ax holes caused from previous ice removal. This work is above the unit that is currently leaking.
- Caulk the open edges on top of all the chimneys

In addition the following alterations will be done to the roof for homeowner's safety:

- Rearrange and add new snow guards on the main roof section to protect the lower rear entry roof on the west side of the building.
- An additional set of snow guards will be installed on the lower entry roof.

Update: The Board is waiting for the contract to review and sign. Once signed work will begin.

- **Perimeter Drainage:** The building foundation is a solid concrete wall structure and is impenetrable by water. The drainage problem will be partially fixed by excavating the elevation at the side of the building to route water away from the building. In addition the moisture problem in the basement is going to be addressed by rebuilding the sump systems and upgrading the dehumidification system.

Update: Board approved to move forward

- **Sidewalk Trip Hazard:** TKG will be addressing the sidewalk hazard in the front of the building before winter. 2 solutions have been recommended:
 - 1) Grind down the area raised for a smooth transition from one sidewalk slab to another
 - 2) To patch with concrete a smooth transition from on sidewalk slab to another.

Update: Follow up is required on final solution.

Financial Update - Christine Morrison, CPA

- Review 2020 financial projections
 - We are in great financial position
 - New Property Management Company will save an estimated \$10,000 in 2021.

Note: This savings helps reduce Homeowners HOA fees by \$400 annually.

- The pandemic put some projects on hold, because of this we have \$28,727 available for projects

Homeowners Questions

- How are we doing on saving for the new sprinkle system?
On target: Current savings \$55,000 Continue to save \$8,000 per year
- What is the status of the VEDA loan?
Continue to make our monthly payments of \$853. As of September 2020 we owe \$119,653.