

The Homeowners of Riverside II (37-48) Condominium Association Annual Meeting Minutes

Tuesday August 06, 2012- 8:00 PM conference call

In attendance: Nat Arai -RS 44, Deborah Cicerone- RS 45, Joe Ingram – SNHA, Charlie Lewis - RS 43, Herb Lewis -RS 48, Tom Nucatola -RS 39

The attendees met via conference call on Monday August 23, 2011 at 8:00 PM. Our RS-II annual meeting was done as a conference call in August as we did not have a quorum available during the July 4 holiday. The dial-in number for the conference call was as follows– 888.481.3032 (passcode - 571284).

Minutes

1. To appoint a secretary to record the minutes for the meeting and to return a copy to Joe Ingram at the SNHA office Rte 108 no later than 9-06-12
 - ✓ **Herb Lewis RS 48 was the chair for this meeting**
 - ✓ **Deborah Cicerone RS 45 agreed to take the minutes this meeting**

2. Review agenda and the adding of other business and topics as required
 - ✓ **After welcoming everyone Herb reviewed the agenda and solicited the attendees for any additional items.**

3. Approval of the minutes of the summer 2011 meeting
 - ✓ **The Minutes of the August 23, 2011 annual meeting were approved and accepted.**

4. Election of Building director since Herb Lewis's 3 Year Term has ended July 5, 2012
 - a. Review Nominees
 - b. Vote on 3rd director
 - ✓ **Nat Arai took over the meeting since Herb Lewis' directorship is ending**
 - ✓ **Herb Lewis was nominated and there were no additional nominations.**
 - ✓ **Herb Lewis RS-48 was re- elected as the 3rd regime director**
 - **Director for RS II (37-48) for a 3 year term which started July 2012 and ending July 5, 2015.**

5. Discussion about Replacement Doors Project and the final cost
 - ✓ **Reserve funded the project - \$34,000 in total**
 - ✓ **Doors were inspected by the state**
 - **All is in order**

6. Review of Financial Statement including the open receivables by unit

- ✓ **RS-II financials are getting worse – there is \$500 in the bank and \$29,000 in receivables**
- ✓ **1 unit hasn't paid in over a year**
- ✓ **2 other units are behind but paying**
- ✓ **Principal people we owe is the village**

7. RS-II Maintenance Items and Other Capital Expenditures

- a. Scheduling and financing of the RS-II West End Gable Work
- b. Hallway Heaters
- c. Keyless Entry
- d. Scheduling the Building Roof Replacement and other major projects
- e. Additional RS-II Maintenance Items

- ✓ **Still need to finish the West End Gable Work. We discussed the window work that is also required for RS-39 (this work can be done ahead of the West Gable work). Joe will help us get price quotes for this work. Tom (RS-39) will get the window situation set (with Joe's help) for his unit regardless of the gable work.**
- ✓ **Rear roof has been problematic as well as leaking windows on the west end of the building but Charlie and Joe did some due-diligence on the roof in general and they believe we have 3 to 4 years left for the life of this roof.**
- ✓ **We have to think about keyless entry at some point. The new indoor doors the Quality Home has called for will need to be balanced with this work**
- ✓ **See Appendix A for a comprehensive list of maintenance items**

8. Additional items of concern and interest for the attention of the Building Association directors, Smuggler's Notch Homeowner's Association, Inc or Smuggler's Notch Management Company.

- a. Riverside II Tax increases
- b. Follow-ups about Rental discussions with Lisa Howe
- c. Smuggs Maintenance Contract
- d. Security
- e. OACS Activity
- f. Vermont State Statutes – New effective Jan 1, 2012 – Bylaws to be revised.
- g. Anything Additional
- ✓ **The objections to the tax increase were heard by a board of listeners (at the town level) – the appeal was denied so it needs to go to the state next.**
- ✓ **We discussed the rental situation**
 - **Winter was good summer was modest**
 - **Follow-up from Lisa Howe's email received in Sept 2011 and included analysis of rental income numbers – in general summer rental was 3 times what was in 2010 but not quite what it was in 2009**
 - **We felt we are trending in the right direction**

- A discussion occurred about renting RS-II units as 3 bedroom vs 2 bedroom home – does this increase our advantage for rental, etc. (we will keep the status quo but continue to observe)
 - ✓ We discussed the quality home program and our balancing of these projects with the work our building needs to keep up the building looking good so we have rentals
 - ✓ OACS is dissolved
 - ✓ John Troop is now on security full time at Smuggs
 - ✓ We discussed the Wyndham role. Joe discussed that overall the Wyndham relationship is a good thing. It has been a stabilizing force to the overall financial position
 - There continues to be new construction to accommodate Wyndham points. Waste water upgrades will need to be done as the resort expands
 - Big Board will continue to observe the situation as the Wyndham transition takes place
- 9. Review of any new business that was added for today**
- ✓ No new business was added for today but a list of the following items were cited for follow-up:
 - ✓ getting the numbers to complete the west end gable work
 - ✓ effort to improve our regime's finances
 - ✓ the dates the decks were stained
 - ✓ our next assessment when and how much should it be.

Meeting was adjourned at 9:23 PM on August 6, 2012

APPENDIX- A

The following is a list of items that need to be addressed in the near term and long term for RS II. It consists of items that were noted by various homeowners of RS II and will be added to the master list. The directors will continue to periodically review the master list in conjunction with SNHA- next review will occur in the Spring of 2014

Immediate Follow-ups:

1. We now have 2 homes in the regime that are in serious arrears with payments causing a huge drag on our finances. The directors will continue to work with SNHA and the homeowner to come to a timely resolution.
2. Door frames around the recently replaced exterior doors are rusted. We need to get this addressed as soon as possible.
3. We recognized the West Gable work needs to be done – Tom Nucatola suggested looking at the schedule of the long term maintenance items and maybe with some reprioritization we will be able to accommodate this work.
4. Need direction about the new doors the quality home team is requested for several of our homeowners We just want to ensure that if new doors are required we are smart about this expenditure and make sure we can be adaptable to comply with future security recommendations i.e. keyless entry

Grounds:

1. East End double pine tree – do something about the second one scraping the roof
2. Add landscaping stone under front east end entry way on the RS43-48 entrance.
3. Add stone to both front walkways starting to look a little thin.
4. Request for salt reduction around the front steps to avoid accelerated rusting of the new entry way doors.

Exterior Building:

1. Cracked Limestone slab in the entry way on RS 43-48 entrance – needs to be caulked
2. RS 38 and RS 39 have sliders with visible insulation strip hanging
3. RS47 needs siding replaced to the right lower portion of the deck
4. Some staining at RS 44 under the light
5. Shingle needs replacing on the side near the top west side under the vent
6. Westside Gable work needs to be done
7. Roof replacement within 3 to 4 years

8. Preventive maintenance on decks and all exterior trim front and back i.e. staining and painting.

Front Entry:

1. In the longer term consider grates on the floor in front of the Ski Lockers

Hallways:

1. Eliminate the trash closets in the interior of the buildings. Nat Arai suggested that the trash closets be eliminated entirely (due to fire code considerations that Joe Ingram discussed) and be replaced by sitting benches
2. Electric Heat – need to get this work priced, prioritized (considering financials and other pressing items) and scheduled -
3. Replace picture in hallway on the way up to RS-39
4. Wireless router in the trash closet outside of RS 39 needs a cover
5. Take out the empty brochure racks in all hallways and make sure the hallway walls look reasonable after the removal.
6. Fix minor hole in the panel on stairway as you enter RS43-48 first floor.
7. Varnish all hallway paneling
8. West end entry (RS 37-39) ceiling still a little minor staining on top floor
9. Continued study of the moisture problem that has been plaguing the top floors
10. Upgrade the common areas of the building including doors, carpets, interior colors, lighting, alternative flooring etc. (Before we consider these upgrades we want to understand our obligations regarding keycard entry and factor that in to these upgrades.)