

**Nordland Annual Regime Meeting  
July 5, 2009**

The meeting was scheduled for Sunday 7/5/2009 at 10:00 am at the Nordland Library. The library room became unavailable so the meeting was relocated to the hallway outside of the library.

**The meeting was called to order by Ron Graham on Sunday (7/5/09) in the Nordland building.**

Mary Parker agreed to serve as recording secretary for the meeting.

**Those in attendance included:**

Kathy & Bill Ginter	N 12	bkginter@embarqmail.com
Ron & Marilyn Graham	N-21	rgrahamlaw@aol.com
Judy & Bob Asselin	N-20	jadajudy@netscape.net
Susan & Greg Birbilis	N-19	
Diane & Hugh Thom	N-17	
Mary & Larry Parker	N-11	marychristoffparker@yahoo.com
Bob Mulcahy	N- club homes	bmulcahy@smuggs.com
Joe Ingram	SNHA	

**Regime Minutes.** Those present were asked if they reviewed and approved the meeting minutes from last year. Last years Regime meeting minutes were approved.

**Regime Director Position.** Ron Graham (N-21) was re-elected with the 3 year term ending 2012.

Nordland Regime Directors:	Ron Graham (N-21)	expires 2012
	Mary Parker (N-11)	expires 2010
	Bob Mulcahy (N-club)	expires 2011

**Reserves Fund and Financials.** The beginning balance for 2009 was approximately \$74,000 (\$73,369) based on the numbers in the 'Cash Flow Projections for Long Range Plan' document. After factoring in costs associated with the new retaining wall (~\$30,000 +) and accounts receivable (\$ we will pay into reserves fund this year) there will be around \$28,000 that could be used towards the stairs project. The first part of this year's assessment has already been sent to homeowners. (\$526 studio/\$628 lofts) The second part will be collected in October. The second assessment may need to include additional funds to cover the replacement of the front stairs this fall and staining the building next year.

The question was raised about how our reserve fund was held. A separate trust account is set up at Union Bank in Jeffersonville. The account has a tax-id for the Nordland Regime and Joe Ingram of SNHA is acting as agent for the reserve fund. Herb Lewis reviews our account. We asked for additional reporting, such as a copy of an annual statement on the account.

Financial reports detailing 2008 were not immediately available to review and Joe Ingram will be requested to provide reports from SNHA.

**Nordland Condominium Association**  
**Cash Flow Projections for Long Range Plan**  
**Improvements, Maintenance, and Reserve Funded Components**

Report 6/9/2009  
 Joe Ingram

Year	Beginning Balance	Assessment/Income					Total	Project Expenses						Total	Year End
		Maintenance Portion	Reserve Portion	Special	Snow Removal	Other Income		Imprv/mnts	Annual Maintenance	Reserve Funded	Snow removal	Special Projects	Prof/Finance & Adm		
2008	69553	11941	11000	729		365	24035		6883	0	10156	729	2451	20219	73369
2009	73369	25000	11000				36000	0	12299	37200	10000		3570	63069	46300
2010	46300	25750	11000				36750	0	12668	22420	10000		2705	47793	35257
2011	35257	26523	11000				37523	0	13049	0	10000		1383	24432	48348
2012	48348	27319	11000				38319	0	13441	10912	10000		2061	36414	50253
2013	50253	28139	11000				39139	0	13844	0	10000		1431	25275	64117
2014	64117	28983	11000				39983	0	14259	0	10000		1456	25715	78385
2015	78385	29852	11000				40852	0	14687	26455	10000		3069	54211	65026
2016	65026	30748	11000				41748	0	15127	65000	10000		5408	95535	11239
2017	11239	31670	11000				42670	0	15581	1200	10000		1607	28388	25521
2018	25521	32620	11000				43620	0	16048	0	10000		1563	27611	41530
2019	41530	33599	11000				44599	0	16529	0	10000		1592	28121	58008
2020	58008	34607	11000				45607	0	17025	13530	10000		2433	42988	60627
2021	60627	35645	11000				46645	0	17536	31217	10000		3525	62278	44994
2022	44994	36714	11000				47714	0	18062	2200	10000		1816	32078	60530
2023	60530	37815	11000				48815	30400	18604	0	10000		3540	62544	46901

Notes:  
 1. Projections for Income/assessments assume collection of all accounts receivable.  
 2. Projected expenses are adjusted for inflation at 3% annual rate. See attached Nordland project Summary list for items scheduled for each year.  
 4. The roof/attic insulation project to reduce icing on the rear roof was completed in December and January 2004-05. New skylights were installed for all upper level homes in conjunction with rear roof work.  
 5. Starting in 2002, the fund tracked snow removal as part of the plan. The average cost has been \$10,156 with a range of \$18,000 before the new roof to low of \$5,000 in a light winter. The new rear roof and skylights seem to be making a difference in the need to remove snow and in reported leaks. Snow removal will continue to be required, due to roof design and load issues, but the reduced icing on the rear has saved on snow removal costs from the past.

Year	Lower 0.02922			Upper 0.03487		
	1st Qtr	3rd Qtr	Total	1st Qtr	3rd Qtr	Total
2009	526	526	1052	628	628	1256
2010	537	537	1074	641	641	1282
2011	548	548	1096	654	654	1308
2012	560	560	1120	668	668	1336
2013	572	572	1144	682	682	1364

**Plans for the front stairs.**

Les Burns, Smuggs Safety Director, had contacted Bob Mulcahy about Nordland’s front stairs. Les is a former VOSHA inspector and is a great resource for input on safety issues. The stairs do not meet the ‘Life Safety Code’. The stairs are uneven and the rounded corners make them slippery. It was commented that Smuggs Paul Luneau and Andy hope to see the stairs project done as soon as possible.

Bob M. mentioned that if we want to consider the metal stairs we could look at the Willows (building 1) five step metal stair with concrete pad. (The regime had previously surveyed Nordland homeowners and the majority rejected metal stairs for the main entryway for Nordland.)

Bob Brisson installed the new retaining wall for our building. He had been asked for his thoughts about the front stairs. He recommended using either Blue Stone or Granite. (Bob Asselin has used Blue Stone on some of his projects so is familiar with it.)

The scope of the stairs project was discussed. The cost including the canopy or roof cover was going to be much higher than anticipated. The question was raised if we should include the canopy, add it later, or eliminate it from the plan. The decision was made to include the foundation for a future roof or canopy. This will allow us to see how the new stairs work in the winter months. We will have time to look at types of roofing structures and canopy structures.

**Landscaping.** A tree would look nice at the bottom of the front stairs. An evergreen, corkscrew hazel, and a Japanese maple were some of the trees suggested. It was thought that a tree that would look nice in all seasons would be nice. The regime would pay for any plants added. Smuggs grounds crew would maintain the landscaping once installed.

**Decks and building color change.** Our building maintenance plan includes painting the decks 'horizontal' surfaces each year. This year, the wrong color was used. The color of the siding was used instead of the color of the decks. It doesn't look bad. The decks were brush coated with stain and this works better than spray coating.

**The directors requested to be notified in advance of any deck or building staining.**

Alternate siding was discussed. Vinyl siding products have improved but there are still additional maintenance costs associated with vinyl siding for cracking/fading/washing. Panels being replaced may be visually different due to batch colors or fading. The use of blending different siding products was discussed. Using vinyl siding on high spots and traditional siding on areas that get bumped frequently would take advantage of each products strengths.

The building will need full staining soon. If the color is going to be changed, now would be the best time. The decision was made to form a committee to discuss the colors for the building and any other changes to the interior common areas that would make our building more appealing.

Ron Graham, Kathy Ginter, Dianne Thom, and Mary Parker volunteered to be part of the **Building Color Committee**. Please let me know if anyone else would like to be added.

**Access to Library by homeowners.** We have been denied access to the library because the doors have been closed and locked when the library is not in use. (Homeowners that purchased original units had received a key to the library. Those owners that had keys found that the keys no longer work in the door. Later homeowners were not given keys. Inquiries made mid-June resulted in an email 6/26/09 from Bob M. where Ann Messier says the common area will be unlocked in the a.m. when cleaning, and security will lock up at 11:00 pm. We found at the time of our meeting, the exterior library door was locked and the interior library door was blocked open and would lock when closed. **Owners would like to have keys in order to access the library.**

**Signage.** Signs for the library and spa. 'Paper' signs have been placed on the street side entrance and at the stairs inside the front door of the building. The signs provide direction to the library and massage center. We did not think paper signs were appropriate and brought them to Bob's attention so that Smuggs could follow their own guidelines on signage. An exterior sign was suggested to direct guests to the library and massage area.

**Ski Lockers and common area location.** Ski lockers were discussed and still viewed as desirable. Based on current economic conditions the addition of ski lockers will not be considered this year. We'd like to keep this on the project list. Several ideas were mentioned that should be considered when undertaking this project. Any changes to the main entry lobby would require fire code (sprinklers) changes. Maybe only the 2<sup>nd</sup> floor units need the ski lockers. The size of the ski lockers should allow for snowboards. We might be able to put a structure outside of the library door where the wood shed formerly was located. Anyone accessing the slopes by cutting behind the liftside building would find that location convenient.

**Other discussions:**

'Initial Impression' of our building. Discussed comments made by a new guest as they entered our building. Thought it looked like an old ski dorm. Inside of their unit was good but the outside is dated.

Security and card lock access - Concerns about security were expressed. The keys for our doors have been the same and have been around for a long time. Moving to the card lock access for the doors might add security.

Gas fireplaces – The units with a gas fireplace are saving money on their electric bill in the winter. If anyone is interested in adding a gas fireplace then there might be enough units participating to make it affordable to have a larger underground propane tank that is shared.

Common Area Charges – As per Bob Mulcahy, the common area charges should not include items related to the library. Common area charges should be for overall building related maintenance etc.

Long Range Plan – Our long range plan should be reviewed every 3 years at minimum.

**Building Walk** – We walked around the building. The following items were noted:

- We could get a small birch moved to the front or library corner of the building.
- The metal rods protruding from the foundation outside of the fireplace portion of the exterior wall were finally cut and removed.
- Wood will be stored inside the library using the fireplace wood storage space. No wood will be stored outside of the building.
- There is already a metered gas tank buried behind the building.
- The wall looks nice. There is a top corner stone on the wall at the front of the stairs needs to be re-attached.
- Question – who is responsible for the landscaping at the metal stairs between the parking lots ?
- A few items may be added to our flower beds if items are available when plants are thinned from other areas.
- The gravel used out front was purchased in Williston and is of a unique color we may want to match later.
- We are concerned about the appearance and condition of the back fence bordering Nordland and the pump house building. It is leaning and some of the slats are buckling. It was never put back properly when it was taken out temporarily for equipment access.
- The maple behind the building that we have been monitoring is showing more rot along the bottom. It is time to have the tree removed before it falls onto the decks on the rear of the building.
- Why was the handicap sign moved from the side and back to the front of the building ?
- Joe Ingram has paint samples that are the ones that Smuggs recommends for exterior stain.

Meeting adjourned at the end of the walk around the building.

Respectfully Submitted,

Mary Parker, N - 11