

The Club at Norwich Inn and Spa, Inc

Owners Meeting Minutes Saturday, October 26, 2019 Clubhouse 1

Call to Order

President of the Board, Laura Rose called the meeting to order at 10:35 am.

Board Members in Attendance

Laura Rose, President (512, 714 proxies 121, 1021, 1121, 1913), John Twohill, Treasurer (1011), Carol Curland, Secretary (1814, proxy 914).

Owners in Attendance

Margaret Flaherty (111)
Ed & Gaylen Ware (511)
Christine Chen (624)
George Welch (1014)
Joyce Monrow Sonpal (1523)
Donna Prink (1924)

Keith Sylvestre (414)
Bob Lasch (623)
Allen & Chrystina Rozek (822)
Elaine Dunn (1521)
Benita Cebulski (1621)
Kate Lockhart King (2023)

Others in Attendance

Joe Brennan (1112, proxies 122, 123, 212, 214, 311, 322, 513, 621, 812, 821, 823, 911, 924, 1113, 1211, 1412, 1511, 1624, 1714, 1712, 1722, 1724, 1822, 1912, 1922, 1924, 2012, 2022, 2024, 2112, 2123)
Myriad Property Management
Sandra Pimentel (612), Myriad Property Management
Barbara Sullivan (proxies 1012, 2111) Sullivan Real Estate Group

Proof of Notice of Meeting

Letter/email sent to owners October 16th, 2019.

Approval of Meeting Minutes

Laura Rose asked for motion to Amend the Minutes from the May 18 and July 20, 2019 Owners Meeting. Joe Brennan made a motion to accept the minutes from the July 20th meeting and amend the May 18th meeting minutes to record that during the Owners Open Comment Period, Charlie Mallis (Villa 1111) abruptly left his seat in heated discussion and charged the Board specifically directed at Treasurer, John Twohill. Charlie Mallis was escorted from the meeting by Vice President Dr. Walid Jaziri. Seconded by Joyce Sonpal. Passed with no objections from owners.

Reports

John Twohill reviewed the financials of the operating and capital improvement budgets.

Joe Brennan updated owners and answered questions on the capital improvement projects.

□ **Deck Project:** Shoreline Decking will begin Tuesday, October 29th. Joe will communicate with owners during the project as it affects their building. The pressure treated wood floor decking on the decks will be replaced and installation of Walpole composite railings. Shoreline Deck will utilize the Clubhouse 2 facilities for convenience during the off-pool season. Additional deck painting and the debris removal will be done by in-house staff for logistics and cost savings.

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- **Doors:** After using various methods, spray painting the front doors is the best solution. and will be completed by in-house labor.
- **Landscaping:** Perfect Curb Landscaping continues work on various site improvements. The drainage issues from the top of the hill by Building 4 are currently being reviewed and addressed. Clubhouse 1 and Clubhouse 2 entrance walkways have been completed. All trash walks were upgraded for safety with some connecting into the future walking trails and bridges.
- **Pools:** Pool 2 has been closed and Pool 1 is scheduled to be closed during the next two weeks. The warmer weather has allowed a longer season. Next season, Pool 1 will be converted to saltwater. Based on the experience and favorable responses with the Pool 2 conversion, it is less expensive to operate and easier to maintain.
- **Clubhouse 1:** The new entrance is complete. All steps have been removed to allow easier access to the clubhouse and laundry room. Wiring for card access and security are complete. The walls and ceiling are being painted. Hardwood floors were discovered under the carpet and it was agreed they should be restored. Fireplace options are being reviewed.
- **Chimney Insulation:** Due to some logistics challenges, the chimney insulation may be performed from the exterior in some villas during exterior repairs.
- **Entrance Gates:** Gate controllers have been refurbished by staff and ready to be installed by staff.

Joe reiterated we will need to perform more capital work by in-house staff on both the short and long-term capital plan to offset the additional unscheduled enhancements of the deck project. As such, it will take longer to complete the improvements. Our lender, Windsor Bank, supports the direction of the association in pursuing a structured in-house operation for cost savings over the life of the loan.

2019-2020 Budget Ratification

Joe Brennan outlined the 2019-2020 Operating Budget as distributed. Landscaping will be performed in-house again this year. New equipment was purchased to assist with the cost savings. The plan is also to bring the snow removal in-house also this year. In addition to the cost savings, this will help prevent damage to the new curbing and responsible application of the ice melt product damaging the decks and plants. Although some expense line items have been-reallocated, total expenses and condo fees will remain the same. Laura Rose called for a motion to reject the budget as presented. There were no objections. Budget was ratified.

Unit Owner Comment Period

Joyce Sonpal, an owner who purchased 1523 from the original developer, thanked the Board for bringing The Villas back to their original grandeur.

Adjournment

Motion to adjourn the meeting made by Carol Curland, seconded by Margaret Flaherty, all in favor. Meeting adjourned at 11:53 am.

Submitted By,
Carol Curland, Secretary