

Note – Monthly Dues will increase to \$170/month effective May 1, 2017 – See details below.

**Bay Court Condominium
Annual Meeting - March 26, 2017
Notes**

Comfort Inn Suites – South Burlington VT

15 homeowners representing 12 homes were present at the meeting. The Bylaws require that a quorum (which is defined as a majority of the 56 homes) be present to officially open and hold the meeting. A quorum not being present, the homeowners that were in attendance asked that the Board members present proceed with a discussion of the items on the agenda. The discussion proceeded as follows:

Homeowners introduced themselves and stated their length of ownership. Joe reviewed the history of Bay Court and shared information about the current demographics of the homeowner group. There are currently 33 resident homeowners and 23 homeowners who rent their homes to others.

Discussed old business including:

Trash area: those present agreed that issues of neatness and orderliness are better, but expressed interest in installing a real security camera was majority. Joe said a proposal has been submitted from Green Mt Alarm Company to install a camera for about \$2000. This camera would provide sufficient definition to assist in the identification of persons violating the rules for trash and recycling disposal. This price includes an annual subscription to enable an appointed person to monitor the pictures online from any laptop or smart phone with internet connection. While no decision from homeowners is required in this matter, the majority present endorsed the board to move forward and exercise their authority to implement the proposal. Tania has received a proposal from Casella to provide service if the Board decides to drop Gauthier, the current provider. This proposal will be discussed at next board meeting.

Pets and Parking: Some homeowners are still parking in guest spots, but most problems have been resolved. The Board plans to have No Parking warnings painted in front of the stairwells and amend guest parking signs in front of the flagpole and far end of visitor corner parking lot to indicate snow ban parking. Pet owners will be notified and reminded that they are responsible for picking up after their dogs.

Carports: The Board will be addressing the problem with carports being used as storage units. The plan to have this resolved by late spring/summer 2017.

Fire Alarm: Reviewed the proper usage of the alarms in building 100 and 300. The following should be noted by all:

- There are enunciator horns and lights installed in each of the homes 101-112 and 301-312.

- There is a control panel located in an exterior closet for each building 100 and 300.
- The alarm system is activated when one of several red pull stations is pulled. When activated, the enunciators sound off and lights flash in each home in that building, and the monitoring service is notified of an active alarm. They call the 1st contact person on the Bay Court List and then the fire department, if no one is either available to answer or answers and reports a fire.
- PLEASE NOTE – if there is a fire anywhere in Bay Court, please pull one of the red pull station handles at Bldg 100 or 300 and call the South Burlington Fire Department.

Association management: Tania discussed a proposal from a Property Management company. The topic of the pros and cons of an outside company providing management services were discussed. It was the consensus of the group to continue to employ Joe to provide the support that will enable Bay Court to be “self-managed” for the foreseeable future, and keep the idea of property management as an option.

Boilers/Furnaces: As the combination boilers that were installed in 2011-12 and since that time began to require service, there have been numerous reports of dissatisfied homeowners whose service to these on demand systems has been problematic. The service has been inconsistent among the companies that installed the boilers, with several callbacks and false starts with the repairs. While the boilers are the property of the respective homeowners, the Board can take responsibility to assist, and if necessary require service to be delivered to meet State standards and regulations. It would be ideal to identify one service provider who is trained and certified to service the systems we have at Bay Court, especially the Rinnai models which are the majority model for Bay Court. The Board will pursue such a relationship and report back to the homeowners of their findings.

Discussed Financial Reports

Joe reviewed the budget for 2016 vs the actual and discussed the budget for 2017. The main project completed in 2016:

- regrading behind 300's and tree removal.

Discussed pending projects for 2017:

- Roofing – replace shingles. 1st priority roofs over 109-112 and 201-208.
- The sunny sides of the buildings definitely need staining
- Carports need repairs including creating a barrier between the carport wall and the dumpster. The dumpster has been run into the walls in the past. Repairs are needed and a structure erected to prevent further damage
- Some fascia board replacements and gutter work is needed

Budget for 2017 has been adopted by the Board. The Budget calls for an increase to the monthly dues to \$170 per month effective May 1, 2017. The homeowners have been properly notified and advised to notify the board with any objection in writing by Friday March 24, 2017 or at the meeting today. No objections were received, and all present endorsed the budget as adopted.

The Budget is ratified as adopted - starting May 1, 2017 dues will be \$170

Delinquent Accounts – all homes with delinquent accounts are making acceptable payments to bring their accounts current in an acceptable period except one. The Board has issued a final notice to that homeowner and absent an agreeable response will begin a legal collection action.

New Business

State of VT statutes – as we have reported for several years since 2012, the Bay Court Bylaws should be amended to be in full compliance with the Vermont Statutes that became effective in January 2012. Some of the aspects of our Bylaws are confusing when compared to the newer statutes, and in the absence of amended Bylaws, the Board generally acts upon the State Statutes when existing Bylaws are unclear.

Storm Water System

Regarding storm water system maintenance, the Board will request that City of So. Burlington take over the system management. Harbor Heights, our neighbor was successful in their appeal to the City to assume maintenance on their system.

Board Members - needed

We need volunteer board members as follows - one person from 100's and one from 200's. Please contact Tania in #311 or Joe (802 371 8810) to step up.

Water Shut Off Valves

Please note the following:

- There should be a **working shut off for each home** located in the utility rooms that will shut off water to that home and no others. If any of these valves are found to be defective, please contact Joe for direction in replacement.
- There is a **building shut off valve** in a downstairs unit for each building. Because these pipes are large diameter, they tend to produce condensation that can become problematic inside the closets. Homeowners with these valves in their closets should check to be sure the insulation around the pipes is in place and working to reduce or prevent condensation. If there are moisture problems with any of the closets, please contact Joe to arrange for a correction to be scheduled.

Respectfully submitted,

Tania Azar, President
Joe Hester Ingram, Secretary