

Suffield Meadows Board of Directors  
Work Session  
July 12, 2018

Board Members Present: President, John Dunkin; Vice President, Dan Parker; Treasurer, Dave Pickersgill; Secretary, Vickie Hylton and Member at Large, Jim Phillips.

NRP, LLC Management Representative: Kristen Isaksen

John opened the meeting at 10:00 a.m.

### **APPROVAL OF MINUTES**

Dave motioned to accept the minutes of Work Session, June 14, 2018 and Board meeting June 26, 2018. Jim seconded the motion. All were in favor. Motion passed.

### **REPORTS TO BOARD OF DIRECTORS**

#### **ADMINISTRATIVE REPORT ~**

- **Suffield Calendar** ~ The calendar is online (see SM website – suffieldmeadows.org) and will be updated each month to include regular and special events as well as Clubhouse reservations.
- **Curb Appeal Pruning/Elevating of Trees** ~ Curb Appeal is onsite (today) to complete the elevation/pruning of common area trees and trees in front of single family homes (Cottages and Villas).

#### **OLD BUSINESS:**

- **Ratify WWTP Generator Repairs** ~ The Board approved Fidelity Engineering's proposal, via email, to replace both capacitors on the generator. Dave motioned to ratify the Fidelity Engineering proposal (\$1014.03). Dan seconded the motion. All were in favor. Motion passed.

#### **NEW BUSINESS:**

- **Arbors' Garage Parking Spaces (line repainting)** Bids are being accepted.
- **Pool furniture** ~ The Board received the proposal from Criterion Inc. for pool furniture purchase. Dave motioned to purchase one umbrella (to replace broken one)(\$259.00). Dan seconded the motion. All were in favor. Motion passed.
  - Additionally, new table, 4 chairs and umbrella will be postponed until next year's pool season.
  - Dan requested to check with Criterion Inc. if it is possible to purchase a pole extension for the rectangular umbrella on the patio.
- **Pool repair** ~ Dave motioned to accept Franklin Construction's proposal to remove old caulking under coping stones and re-caulk, replace two broken tiles and re-caulk between coping and tile. Jim seconded the motion. All were in favor. Motion passed.
  - The Board has asked Kristen to make sure this included all caulking between tiles.

- **ARC Applications:**
  - 6681 Stream View Lane – Dave motioned to approve. Jim seconded. All were in favor. Motion passed.
- **Arbors II Units 213/113** ~ Damage has been assessed. Insurance companies have been contacted. Awaiting further action.

The Work Session ended at 11:15 a.m.

*All residents are welcomed to attend Work Session Meetings*

Respectfully submitted,

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Vickie Hylton, Secretary