

Suffield Meadows Board of Directors
Work Session
June 10, 2021

Board Members Present: President, John Dunkin; Secretary, Vickie Hylton; Vice President, Marvin Sheldon. Absent: Treasurer, Dave Pickersgill; Member at Large, Keith Duda.

NRP, LLC Management Representative: Kristen Isaksen

John opened the meeting at 10:02 a.m.

APPROVAL OF MINUTES

Vickie motioned to accept the minutes of ZOOM Work Session May 13, 2021. Marvin seconded the motion. All were in favor. Motion passed.

REPORTS TO BOARD OF DIRECTORS

UPDATES ~

- **Commonwealth Irrigation** ~ Repairs to broken irrigation heads and irrigation pipe have been completed.
- **MRC Plumbing** ~ water turned on and tasks completed for pool opening.
- **Payne Pools** ~ The process of opening the pool has started. Cover is off...Chemicals have been added...Water is being brought up to level. Residents are NOT to add chemicals! Payne will monitor the pool weekly. The pool will be ready for a July 1 opening!!
- **Pool furniture** ~ Linda Thompson has scheduled a cleaning of pool furniture on June 29th.

ACTION ITEMS ~

- **Full Service Bridge Inspection** ~ Inspection of both bridges has been completed. Full Service provided an itemized list of what is needed for repairs. Vickie motioned to accept Full Service's proposal for repairs (\$5820.00 Acct. #31000) Marvin seconded the motion. All were in favor. Motion passed.
- **ARC 6688 Holly Farm Lane** ~ Vickie motioned to approve. Marvin seconded. All were in favor. Motion passed.
- **ARC 6690 Stream View Lane** ~ Vickie motioned to approve once property has closed and transferred to new owner. Marvin seconded. All were in favor. Motion passed.
- **King Contracting , Roof Repair** ~ Vickie motioned to accept King Contracting to repair/re-shingle one roof valley on front left of Arbors II. (\$1500.00 Acct. # 31010) Marvin seconded. All were in favor. Motion passed.
- **Automatic Hand Sanitizer** ~ Social Group requested that Automatic Hand Sanitizers be purchased and placed at Clubhouse and Fitness Center. Discussion ensued. The Board declined the request.
- **Curb Appeal, Tree Removal** ~ Vickie motioned to accept Curb Appeal's proposal to remove/haul debris of tree behind 6684-6690 Stream View Lane. (\$650.00 Acct. #73180). Marvin seconded the motion. All were in favor. Motion passed.

- **Opening of SMCUOA Amenities:**

The Clubhouse and Pool are allowed to open according to Governor Northam's lifting of COVID-19 Restrictions. The Board would like to maintain the safety of the community.

- **Clubhouse and Pool gatherings ~ residents ONLY**
- **Anyone using the facilities is requested to WEAR A MASK unless he/she is vaccinated.**
- **Anyone using the facilities is requested to clean before/after use.**
 - **Wipe down tables/bathrooms**
 - **Clean/Sweep spills and crumbs**
 - **Broom and paper towels are located in kitchen**
- **Clubhouse Umbrellas ~ *Vermin ate the Umbrella tops!*** Vickie motioned to purchase two (2) umbrella covers for the smaller umbrellas and purchase one (1) new umbrella to replace the larger umbrella.. Marvin seconded. All were in favor. Motion passed. (Acct. #31100)
- **Friday nights on the Porch!**
 - Enjoy Friday nights on the Porch with neighbors. Bring your own drinks. Maintain safety regulations.
- **July 4th Celebration!**
 - Social Group is organizing a celebration....to be announced through Social Media.

The Work Session ended at 11:20 a.m.

Respectfully submitted,

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Vickie Hylton, Secretary