

Littlefield Condominium Association  
Board of Directors Meeting  
January 28, 2021  
Zoom meeting – 6pm

Present: Rose Galligan – President  
Peter Moore – Treasurer  
Susan Erkkila - Director  
Louis Carron – Director  
Jim Nelson – Director  
Shelley Gullett – Bishop REM

Meeting called to order: The meeting was called to order at 6 pm

**OLD BUSINESS:**

- A. Approval of Minutes - Peter made a motion to approve October minutes. Lou seconded. Motion passed.
- B. Review/Approval Financials: Jim made a motion to accept financials. Lou seconded. Motion passed

A discussion was held on putting all winter fines under snow removal extras and spring, fall, and summer fines under landscape extras. Shelley will check into this.

C. Work orders:

- 1. Shingles on Winchester- MGS was on property to repair
- 2. Siding damages/ melted siding - MGS was on property to repair
- 3. 2 Beretta – guide wire chimney – still open
- 4. 9 & 10 remington deck boards - open

D. Advance Pest Control - Follow up treatment? Shelley will contact company.

E. Fall Walk Through email/letters – back decks storage/warped siding/whiter sliders or windows/AC units. Shelley has sent emails to all units to please address in the spring if the issue hasn't been corrected.

F. List of fines - \$25 – dog issue

\$100 - failure to move for plow – (3)

Above fines are in. It was noted that there are two fines from December that haven't come in. Shelley will follow up.

G. Bank Brownings – Loureiro Engineering - Rose contacted the company and received a call back from James O'Neil that he found a proposal dated March 11, 2016. He will look it over and get back to Rose.

H. Issues.

1) Shed doors – Shelley sent emails sent to 24 units to address their doors in the spring.

2) Chimney inspections - emails were sent to 8 unit owners to address asap. The Board asked Shelley to send emails with a deadline date as this is a fire safety issue.

3) Roofs cleaning – On hold – will address in spring

4) 7 NB garage - The board will check in the spring to see if there is still a flooding issue. Discussion on leveling off the area besides the garage might alleviate the issue. Kevin was asked to address this last fall but it did not get done. We will look at this in the spring.

5) 9 SB – flashing – closed – MGS

6) Savage unit – ventilation/mold issue. Shelley reported that the Lawson Group has scheduled a visit to collect samples of the mold for testing.

7) Estimate – stump grinding/ - Magoon Tree - On Hold

8) 8 NB water leak - and Shelley will contact the insurance company to see the status of the claim.

### **OTHER BUSINESS:**

1. Doors/windows – The board agreed that unit owners are responsible for painting of replacement doors, windows, sliders, and garage doors if needed. Property manager has the correct paint color. Owners should purchase windows and sliders that match the rest of the community. The property manager has a list of approved windows and sliders.

### **NEW BUSINESS:**

A. Open Session - None

B. Transfer of funds/records from Evergreen- money owed  
Shelley will contact E/H on two bills that they paid themselves without our approval. The two items in question are the one-way signs at the circle (\$140.19) and the project management fee charged for nonrelated siding project. Lou to supply Shelley with the painting overcharge.

C. Reserve Analysis – This will take place in the spring.

D. Newsletter - items to be considered CIN –

Ideas discussed were:

Holiday decorations, winter precautions, decks shoveling, storm clean up, owners must purchase bronze/dark brown sliders to match rest of community, grills must be 4 feet away from buildings when in use and not under any deck when in use.

H. Other Business –

1. Rose contacted highway department on condition of sidewalk on Riverview Way. The sidewalk will be repaired this spring and they will look at remedial options for the future.

### **EXECUTIVE SESSION:**

Motion to Adjourn: Rose made a motion to adjourn at 7:20. Peter seconded All in favor.

Next meeting – February 25, 2021