

West Farms Joint Recreation Committee
Meeting Minutes
August 16, 2017

Members Present:

West Farms 1 – Jordan Kratter, Chris Rossignol
West Farms 2 – Pam Dewitt, Marty Basiel
West Farms 3 – Joani Moiger, Jonathan Perugini

Sheila Duncan represented Imagineers.

The meeting was called to order by Pam Dewitt at 6:08 PM.

Unit Owner Forum

Dale Cohen [160 Brittany Farms Road, Unit G] mentioned that there are tiles that have come off the pool walls. Dale inquired whether the HVAC unit was going to be replaced. Questioned pool furniture expenses and trash can replacement for the pool.

Minutes Review/Approval:

Ms. Dewitt asked whether there were questions regarding the June meeting minutes. There were none. Joani moved that the June minutes be approved. Chris seconded the motion. The minutes were unanimously approved.

Financial Statements:

The committee reviewed the July 31, 2017 financial statements. Mr. Basiel stated that reserves are at a level they are expected and that the financial statements appear to be accurately reflected. Marty made a motion to accept the July 2017 financials; Jordan seconded the motion. The financials were unanimously approved. Committee questioned when parking lease with health center was expiring. Sheila stated it expires 9/30/17. A new 5-year lease will be negotiated.

Old Business:

A. Maintenance Logs

Members reviewed the maintenance logs.

B. Reserve Study

Tangible Properties has been completed the draft reserve study. A copy was provided to all committee members.

C. HVAC System

This item is tabled.

D. Pool

Pool pump quite working and had to be replaced at a cost of \$8300. Quotes are needed from pool companies to repair/replace tiles in pool. It was discussed that there will be no coverage from 10-3 on 8/30, 8/31, and 9/1 for the pool attendants. It was decided a sign would be placed on the gate advising that the pool will open at 3pm on those days. Committee also discussed opening the pool on 9/10-11 and 9/16-17 from 11-6pm after Labor Day if weather permits.

E. Sign

Jordan is working on signs approved.

F. Interior Painting Clubhouse

Painting has been completed. Committee happy with job that was done. Painter will be asked to paint the interior doors going to the deck and the interior of the entry doors as well as open the windows that are painted shut.

G. Rear Steps to Clubhouse Deck

Proposals to rebuild rear deck stairs to clubhouse were reviewed. Jordan made a motion to approve the proposal from Imagineers to replace deck stairs at a cost of \$5506, seconded by Joani. All voted in favor to approve.

H. New Joint Management Agreement

West Farms 2 and West Farms Ridge both approved the newly revised joint management agreement. West Farms 1 will be voting on this at their next scheduled meeting.

New Business:

A. 2018 Budget

Draft budget was reviewed showing no increase in fees to the 3 associations. Joani made a motion to approve the proposed budget with no increase in fees, seconded by Jonathan. All voted in favor.

B. Clubhouse bathroom renovations

Proposals are being sought to replace flooring, vanities, light fixtures and vinyl trim of both bathrooms.

C. Asphalt Repairs

Sheila to seek proposals for cut and patch repairs of asphalt driveway and sidewalks in front of clubhouse.

Marty made a motion to adjourn the meeting at 7:53 PM. Joani seconded the motion; the motion was unanimously accepted.

Executive Session:

Members met in Executive Session.

Next Meeting – October 3, 2017

Respectfully submitted by Sheila Duncan