

**Pittsfield Village Condominium Association  
Board of Directors Meeting  
Wednesday, October 26, 2016**

## **MINUTES**

**Pittsfield Village Board Members Present:** Aaron Pressel, John Sprentall, Cindy Samoray, Sarah Deflon.

**Board Members Absent:** Lara Cooper (late arrival)

**Associa / Kramer-Triad Management Group:** Jeff Gourlie, Tracy Vincent, and Tom Cottrell, and Colin Breed.

**Committee Members / Co-owners Present:** none

**Guest:** DTE representative Kip Wadell  
Energy Optimization Plan Presentation

- LED lighting – no “curly” or incandescent bulbs (permanent fixtures only)
- Water-saving measures (shower head replacements)
- Aerator replacements in kitchen and bath faucets
- Programmable thermostats can be installed for free also (training if offered)

All of this reduces consumption and this is an advantage to DTE.

The “optimization fee” everyone pays on their bill funds this program.

**CALL TO ORDER:** 6:30pm by Aaron Pressel

**APPROVAL OF MINUTES** from September

Motion to approve as submitted was made by Cindy seconded by John. Motion carries

### **AGENDA APPROVAL**

Add: DTE representative presentation

Add: Reserve Study review

Add: Water service line update

Motion to accept the agenda as amended was made by Cindy and seconded by John. Motion carries.

<b>COMMITTEE REPORTS</b>
--------------------------

**LANDSCAPE COMMITTEE** – minutes on file from October 11

- Several requests were reviewed. Not all were approved. See minutes from meeting.
- Talked briefly about gutters
- Fall plantings and clean-up is ongoing
- Survey was briefly discussed again
- Aaron brought up the fact that Washtenaw County has approved the use of rain barrels. Discussion.

**MAINTENANCE AND MODIFICATION** – minutes on file from October 4

- Many requests were reviewed and approved.

**BOARD-APPROVED MOTIONS THROUGH EMAIL** – none

**MEMBER REQUESTS** – none

**MANAGER REPORT** – report and financials on file

- Sales are at astronomical numbers!
- Tom to get renewal Lawn Care contract from Superior Mow & Snow
- Gable ends will be done (painted) this year

**CONTINUING BUSINESS**

- Water metering – getting units off of the master metering system and metered two per unit and at a residential rate. Some don't have meter horns yet.
- VOLO a go! We will be uploading the database to get started. Staff will write communication protocols.

**NEW BUSINESS**

- Volunteer dinner set for December 15
- CAI Board member appreciation dinner: November 10
- Reserve study report thoroughly reviewed.
  - Gutters are way off of our plan
  - M&M will have a chance to review this report at their next meeting and have feedback for the Board.
  - Aaron brought up that new cedar shake siding would be an investment in the community if done in an 8 year cycle.
  - Asphalt should not be budgeted. The businesses' trucks next to our office building are damaging our drive through. Aaron suggested holding off on repairs or replacement. Perhaps check into limestone.
  - Porch posts – talk to Colin
  - Landscape partial replacements? Aaron questioned this line item in the reserve study. Tom to ask what this is
  - Tennis court surface replacement? Total replacement cost if way too high. No plans to do this anytime soon.
  - Add: Pool Heater (Tom)
  - Restructure and defer in order to make the 30 year cash flow fit our needs
  - Compare with last reserve study or update done
  - Fee schedule—the board would like to see this added as it would help a lot.
  - Windows and doors: M&M to decide on a plan for these expenditures
    - Incentives to co-owners? Split cost with co-owners for replacements?
      - What is the liability?
      - How many per year?

**ADJOURN TO EXECUTIVE SESSION**—8:22 pm

**NEXT BOARD MEETING:** November 30

Respectfully submitted by Tracy L. Vincent