

**Pittsfield Village Condominium Association  
Board of Directors Meeting  
Wednesday, September 27, 2017**

## **MINUTES**

**Pittsfield Village Board Members Present:**

John Sprentall, Secretary; Aaron Pressel, Member at Large; Sarah Deflon, President

**Board Member(s) Absent:** Ellen Johnson

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

**Committee Chairs / Members Present:** Brian Rice - Landscape / Leif Millar - M&M

**CALL TO ORDER:** 6:30 pm by Sarah Deflon

**APPROVAL OF MINUTES** from August 2017.

Motion to approve was made by John and seconded by Aaron. Motion carries.

**AGENDA APPROVAL**

Add board member spot to Continuing Business. Motion to accept as amended was made by John and seconded by Aaron. Motion carries.

**LANDSCAPE COMMITTEE** – minutes on file / Brian Rice, Chair reported

Several co-owner requests were reviewed and approved.

Others were tabled for further discussion with Superior Mow and Snow.

Heritage Tree program

Landscape walk review tabled.

Tree Nursery

Large cherry tree will be removed from 2816 WW.

Sarah asked the status of the landscape budget

Committee meeting structure discussed.

**MAINTENANCE AND MODIFICATION** – minutes on file

Several co-owner requests

Spink Insulation proposal tabled

Violation letter response from co-owner

Online submissions for requests

**APPROVED MOTIONS THROUGH EMAIL** – none

**MEMBER REQUESTS** -- none

**KRAMER-TRIAD MANAGER REPORT** – Tom Cottrell, CAM

Manager report on file

Highest sale to date \$148,000

## **CONTINUING BUSINESS**

**Newsletter** –Quarterly newsletter. Ad-hoc committee met. Not sure if one will be published in November. Content and format is being put together by John Sprentall.

### **Foresite** – Update

Purchased. 10 user accounts may access the software separately.

4 board members, 2 staff, 2 committee chairs

Tom has not had a chance to create his own scenario with it.

A tutorial should be set up at M&M initially.

## **CONTINUING BUSINESS**

### **Pet Waste Signs**

Should we provide pick-up bags? How about a test pet station? Southern part of property. OW and PF is a good place for it. We should seek resident feedback before installing anything. We can send a letter to the 3 most affected buildings informing them of our discussion. Include an example/picture. Ask for opinion on this pilot program. Draft to board; letter to residents this week.

“Private Property” signs? Sarah is in favor.

### **Property loitering deterrents**

Stoneco contacted for ideas and prices. Rip Rap or limestone. Discussion.

The least expensive option here is about \$1000.00. Tabled. Defer perhaps to Landscape.

### **structural modification**

We need to send a letter to the new owner CERTIFIED mail ASAP. We are meeting with an architect to write a spec.

### **Resident Rules Edits**

Ellen drafted a letter and a scaled down version of the rules. Proposal to mail these out in advance of revising the entire Residency Rules document.

### **Audit Tax return**

Motion to approve the engagement letter for the audit and tax return to be performed by Myler and Szczyпка made by Aaron, seconded by John. Motion passes.

### **Volo Renewal - No**

### **City Guide Advertising - No**

### **Budget spending survey**

John and Ellen made some changes. Discussion. We don't have a good read on what people really want. This is to get an idea, spurred from our promise at the annual meeting to seek input from the community on how the reserve fund is prioritized and funds allocated.

**ADJOURN TO EXECUTIVE SESSION** — 8:06 pm

**NEXT BOARD MEETING:** October 25, 2017

Respectfully submitted by Tracy L. Vincent