

**Board of Directors Meeting  
Wednesday, March 28, 2018**

# **MINUTES**

**Pittsfield Village Board Members Present:**

John Sprentall, Sarah Deflon, Ellen Johnson, Jessica Lehr.

**Board Member(s) Absent:** Aaron Pressel

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

**Committee Chairs / Members Present:** Brian Rice – Landscape; Leif Millar—M&M

**CALL TO ORDER:** 6:31 pm by Sarah Deflon

**AGENDA APPROVAL**

Add: new Associa App coming out next month

Set Reserve Study meeting

Motion to approve as amended made by Ellen and seconded by John. Motion carries.

**APPROVAL OF MINUTES** from February 2018.

John motioned to approve as written. Seconded by Ellen. Motion

**MEMBER REQUESTS** - none

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

The primary discussion at this meeting was developing the budget for submission to the board. Two requests submitted were considered but not yet approved.

**MAINTENANCE AND MODIFICATION** – minutes on file – Ellen Reported for Leif

**APPROVED MOTIONS THROUGH EMAIL** – none

**KRAMER-TRIAD MANAGER REPORT** – Thayer reported on behalf of Kendra Montri

Kendra Montri's Manager report on file

**CONTINUING BUSINESS**

**Pest Control schedule revision**

111 work orders over the last year. Average 12 per month. \$430 per month for our new contract. Weekly visits. Contract renewal contingent upon securing a service schedule. Motion to approve was made by Ellen at this price and contingency stated above. Seconded by John.

**EV charging station update**

Letter was sent to the owner of the unit

City has made contact back with Kendra and plan to have meetings with the board and with the requestor of the station. Suggested they be invited to the April meeting or a special meeting with at least 3 members of the board.

**Citi Roofing update**

4 buildings will be finished up next week.

Remaining 3 buildings the week after next.

### **City Snow removal contract**

Jeff followed up with Paul Matthews as did Kendra recently. Neither has received a response. We should invite city council members and/or the mayor to our major events.

### **Dissolution of funds from Village cooperative \$254,712.90**

Suggested by Thayer: 245K to a 24-month CD and remaining into the general reserve funds. Motion to take 245K of the dissolution funds and purchase from Community Advantage a CD at 2% interest. John seconded. Motion carries.

### **New Business**

M&M approved contracts: All funds have been approved in the budget:

Gable End painting addendum – Mastercraft \$8,120 – motion to approve by Ellen. Seconded by John.

Pool stamped concrete resealing – Arbor Painting \$4,200 (contingent on the possibility that Majestic can come in lower on labor costs) – motion to approve with contingency by Ellen. Seconded by John.

Pool house fascia – AOC \$3,441 – motion to approve by Ellen. John seconded.

Pool surface – Pristine Pools \$11,950 – motion to approve by Ellen. Seconded by John.

All motions passed unanimously.

**Rueter Associates Architects** – specs for headers and supporting walls: \$4600 is the cost. This cost should be budgeted for in the next fiscal year. motion to approve the contract and cost (tasks 1 and 2 only) was made by John and seconded by Ellen. Motion carries. Line item added, called “consulting”.

**Insurance Renewal** – premiums have increased. Should we at least bind with someone for the initial 4-month period with a minimum down payment? Discussion.

Motion to accept AIAI’s proposal and sign the contract and pay in full \$66,096.63 was made by John and seconded by Jessica.

### **2018-2019 Budget approval**

Jessica proposed determining the amount of money we must “find” to “shave” and reallocate. Suggested to lower the reserve contribution by 20K. Thayer put this change in and the fee stayed at \$310 per unit average. Motion to approve this budget as presented with this above change. Ellen seconded. Motion passes. New budget approved.

### **Town Square – Associa App**

Jeff gave a brief overview of this new exciting program coming soon!

**Reserve Study meeting – Friday, April 20 at 3:00 pm** at the community building

**ADJOURN TO EXECUTIVE SESSION** — 8:14 pm

**NEXT BOARD MEETING:** April 25, 2018

Respectfully submitted by Tracy L. Vincent