

Charter Town Homes Condo Association
Board of Director Meeting - February 11, 2021
Minutes of Meeting

Meeting called to order at 5:10 PM

Roll Call: Ed Oddo, Sam Macleod, Maggie Bishop, Carolyn Oddo and Amy Kennison present. Barbara Holmes on phone.

Community Members present: Gail Werrbach. Daniel Hurd on phone.

❖ **Approval of Meeting Minutes, 12/1/2020**

Motion to approved, seconded. Passed 3-0-2

❖ **Open Session**

Participating members of the community were welcomed and thanked for their interest in learning more about the management of the property. Since we do not have a management company, it is in our best interest to include interested owner to promote awareness.

1. Old Business

-Tree Work. Amy will send a note out to the Owners informing them of the tree service being on-site Monday, 2/15 to remove one tree, grind one stump and trim a number of the larger trees that are too close to the buildings.

-Step Replacement. The steps for Units 11, 12, 13 & 5 have been ordered and deposit has been made. The Step Guys did visit the site a few weeks back and we should be hearing soon as too an installation date. Ed will follow up with them soon.

-Property Decorative Lighting. As discussed at the meeting in December, holiday lights had been installed. The agreement was that lights would be removed by January 31st. Due to weather, that didn't happen. The Board did request the lights along the walkway and on the bushes at Gazebo be removed. The Board did approve the lights inside the Gazebo be left up, as long as they can work on a switch. That way, if Owners wish to enjoy the evenings, there is a nice atmosphere option.

❖ **New Business**

-Animal Control. The Board reviewed the situation with Unit #19. The constant disregard and violations of the rules & regulations for Household Pets has led us to discuss removal of the pet from the property. The Board made a motion to send notice to Unit 19, giving her 30 days to remove the pet from the property. If no action is taken, at the end of 30 days, this will be turned over to our attorney for next steps. Motion made, seconded and approved: 5-0

-Change Condo Rules. Due to the challenge before us, a motion was made to update the Rules & Regulations in regard to Household Pets. The revision would dis-allow dogs and allow only one indoor cat. Existing Owners with dogs and outdoor cats will be grandfathered in for the current pets they own, no additions will be permitted. Motion made, seconded and approved: 4-1

-New State Law discussion. Ed has sent us all the latest version of condo rules for our review. We highlighted the requirement around meeting notifications and postings. These minor changes will be implemented.

❖ **Financial Update.**

Current (2/11) Operating Expense: \$35,781

Current (2/11) Reserve Fund: \$96,093

Next Meeting: TBD

Motion made, seconded and approved, 5-0, to adjourn meeting at 6:00 pm.