

**Villages of Summerfield**  
**Smithfield, RI 02917**  
**Web Site: villagesofsummerfield.com**

**Executive Board Minutes**

Robert Rico, President  
Lawrence Mancini, Vice-President (1)  
Stefan Ross, Secretary (3) (4)  
William Martin, Treasurer (1)

Linda D'Ambra, (1)  
Peter Mancini (2)  
Bob Shear (2)

**Meeting of April 4th, 2006**

At 7:05 PM, under Article 2, Section 9 of the By Laws where a majority of the Board was present and thereby constituting a quorum, Robert Rico called the meeting of the Executive Board to order. The majority present were Robert Rico, William Martin, Stefan Ross, Larry Mancini and Peter Mancini. Bob Shear and Linda D'Ambra were not in attendance due to prior commitments. Also attending the meeting and representing SPM was Karen Bellucci.

**OFFICER/COMMITTEE REPORTS**

**President's Report:**

Mr. Rico informed the Board that the pump on Cambridge Circle needed to be replaced. Due to a miscommunication, the vendor will replace the pump at his cost, which is \$700 dollars. Mr. Rico also informed the board that he walked up and down Summerfield Drive with unit owner and engineer Frank Aceto. It was noted that Summerfield Drive was sinking in several locations. Mr. Rico distributed a draft letter he was going to send to Northwind Partners. After discussion, the board agreed that the letter should be mailed, carbon copying our legal counsel and the Smithfield Town Engineer. A motion was made and seconded to accept the President's report.

**The motion passed unanimously (5-0) to accept the President's report and to send the letter to Northwind Partners.**

Mr. Rico presented the following bills for payment:

SPM for \$875.00. This was for April 2006 management services, which is based on a fee of \$7.00 per unit for 125 units. A motion was made and seconded to approve payment.

**The motion passed unanimously (5-0) to approve payment of the invoice.**

SPM for \$143.75: This was for reproduction and mailing of 1<sup>st</sup> quarterly newsletter. A motion was made and seconded to approve payment.

**The motion passed unanimously (5-0) to approve payment of the invoice.**

**Treasurer's Report:**

Mr. Martin presented the board with his treasurer's report. He supplied the board with: Chart of Accounts; Cash/Reserve analysis (3/31/06); Year to date actual to budget expenditure analysis; Cash disbursements summary (March 2006) and Cash disbursements journal (March 2006). In addition, Mr. Martin advised that board that he wrote a check payable for \$220 dollars to the Department of Treasury as well as a check payable to the RI Division of taxation for \$500. There was discussion on whether we could recoup the \$500 dollar payment to the RI Division of taxation due to our status as not-for-profit. Mr. Martin will speak with accountant Gentile to confirm.

**The Board voted unanimously (4-0) to accept the treasurer's report.** (Larry Mancini was not present for the vote).

**Secretary's Report:**

A copy of the Minutes from the March 7<sup>th</sup>, 2006 Executive Board Meeting was presented to the Board via email for approval. A motion was made and seconded to accept the Minutes. The Secretary further reported that a letter of approval was sent to the Dumas' as well as two welcome letters to our new neighbors.

**The Board voted unanimously (4-0) to accept the Secretary's report.** (Larry Mancini was not present for the vote.)

Request by Ben Zanni seeking an approval letter from the Executive Board to remove the mulch area where a tree was cut down last year and replace the area with grass and a dog wood tree, as well as to clean the wooded area directly behind their unit. A drawing detailing the changes was submitted, as well as a signed approval from his neighbor approving Mr. Zanni's plans. Mr. Zanni attended the meeting to discuss his request. A motion was made and seconded to approve Mr. Zanni's request.

**The Board voted unanimously (5-0) to provide Mr. Zanni with an approval letter.**

Request by Charlene Harrington seeking an approval letter from the Executive Board to transplant the existing white pine on the ride side of her unit across from the swale and place it further away from the house, as well as to build a deck behind her unit. Drawings of the proposed deck were submitted to the board for review, as well as permission from her adjoining neighbor to proceed with the transplant of the white pine. A motion was made and seconded to approve Ms. Harrington's request.

**The Board voted unanimously (5-0) to provide Ms. Harrington with an approval letter.**

Request by Ernie Letendre seeking an approval letter from the Executive Board to install a privacy screen on his existing deck, which houses a hot tub. Mr. Letendre provided the board with a drawing of his privacy screen as well as details of the materials to be used. A motion was made and seconded to approve Mr. Letendre's request.

**The Board voted unanimously (5-0) to provide Mr. Letendre with an approval letter.**

Request by Mr. & Mrs. Greg Gauthier seeking an approval letter from the Executive Board to erect a privacy fence in their backyard. A diagram of their proposed privacy fence was submitted as well. A motion was made and seconded to approve the Gauthier's request to install a privacy fence.

**The Board voted unanimously (5-0) to provide the Gauthier's with an approval letter.**

**Landscaping Committee Report:**

Peter Mancini advised the board that the spring cleanup was wrapping up. In addition, Earthworks would be edging the property, as well as mulching all the common areas by April 15th. Discussion followed about having Earthworks clean up all the common areas, including the removal of fallen tree branches and debris. A motion was made and seconded to have Earthworks clean up all the common area, once the mulching and fertilization was complete.

**The Board voted unanimously (5-0) to approve the clean up and the Landscaping Committee's report.**

**Old Business:**

Mr. Rico informed the board as to the status of a clogged drainage system between 14 & 16 Rimwood Drive. Bob had contacted 3 different contractors' to look at the problem, but they have all proven to be unreliable. Karen Bellucci of SPM suggested the board contact Bruce Briggs. Mr. Rico agreed and will provide the board with a status at our next board meeting.

**NEW BUSINESS**

The next town meeting will be held at the Smithfield Senior Center on April 11<sup>th</sup>, 2006 at 7PM.

The next Executive Board meeting is scheduled for 7:00 PM on Tuesday, May 2nd, 2006 at the East Smithfield Public Library.

At 8:04 PM a motion was made and seconded to adjourn the meeting. **The motion carried unanimously (5-0).**

Accepted by the Board:

/s/  
Robert Rico, President                      Date

/s/  
Stefan Ross, Secretary                      Date

- (1) Member of the Finance Committee
- (2) Member of the Gardening and Landscaping Committee
- (3) Member of the Rules Committee
- (4) Newsletter Editor