

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 July 18th, 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 advised the board of prior commitments and were not present. Also attending the meeting and representing SPM was Karen Bellucci.

OFFICER/COMMITTEE REPORTS

President's Report:

Mr. Rico advised the board that 3 contractors had looked at the area by the DiChiaro's house for purposes of obtaining estimates to repair problems with drainage system. To date, Mr. Rico has only received a written proposal from Mike Rollo of Earthworks. David O'Keefe had looked at the area and said we should determine, before digging, to see if the drains are already opened. He had suggested taking the covers off after a big rain and observing. A letter will first be sent to Northwind providing them with an opportunity to cure (after a reasonable time of receipt of the letter) before having our own contractor complete the repairs.

Mr. Rico also advised the board that he had received two proposals to fix the access road to the detention pond on Cambridge Circle. After discussion, the board will determine at the next meeting to be held on Tuesday, August 1st, who will be awarded the contract so that work can begin promptly. Mike Rollo of Earthworks and Atwood Services submitted proposals

Mr. Rico advised that board that Frank Aceto would provide him with more information on our Roadways. He did not recommend a seal coat, but instead, a "chip seal" to give traction to the roadway. The board will obtain estimates for a "chip seal" of our roadways for Spring 2007.

Mr. Rico presented the following bills for payment:

SPM for \$1011.25: This was for July 2006 management services, which is based on a fee of \$7.00 per unit for 125 units. In addition, \$136.25 was for mailing sprinkler head

schematics to all unit owners. A motion was duly made and seconded to approve payment.

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

Earthworks \$7,000.00: This was for lawn cuts during 6/7, 6/14 and 6/22; fertilizer application on 6/16; spraying weed control on mulched areas and 24 yards of mulch for Summerfield Circle. A motion was duly made and seconded to approve payment.

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

Earthworks \$425.00: For work, labor and materials performed in connection with an electrical outage from a unit owner's home to the electric box. A motion was made and seconded to approve payment. **The motion passed 4-1 to approve payment, Stefan Ross voting against payment.**

Jack's Electric \$69.93: This was for parts and labor performed connection with the replacement of photocell on June 27th. A motion was duly made and seconded to approve payment.

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

Greenlawn Sprinklers \$2,592.00: This was for parts and labor performed in connection with the maintenance of our underground sprinkler systems. A detailed invoice was provided to the Executive Board describing the parts/labor performed. A motion was duly made to approve payment but was amended to withhold \$100.00 dollars from the payment until Rimwood swale drainage damage repairs were completed and to deduct \$10.00 which represented the amount that was overpaid in the prior month for work done at 12 Alpine Ridge. The amended motion was seconded and voted.

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

Poore & Rosenbaum \$90.00: For legal services rendered in connection with association business. . A motion was duly 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 (June 2006); Year to date actual to budget expenditure analysis through 7/18/2006; Cash disbursements summary (June 2006) and Cash disbursements journal (June 2006). A motion was duly made and seconded to approve the Treasurer's report. **The Board voted unanimously (5-0) to accept the treasurer's report.**

Secretary's Report:

A copy of the Minutes from the June 2006 Executive Board Meeting was presented to the Board via email for approval. A motion was made and seconded to accept the Minutes. **The Board voted unanimously (7-0) to accept the minutes.** The Secretary further reported that a letter of approval was sent to Earle Thompson. A motion was duly made and seconded to approve the Secretary's report.

The Board voted unanimously (5-0) to accept the Secretary's report.

Landscaping & Beautification Committee Report:

Peter Mancini advised the board that the detention ponds were being worked on and insect control was sprayed on Saturday. He also informed the board that Earthworks was replacing sod that was damaged by last winters snow plowing. Lawns were not cut last week due to the heat. There was concern that mowing during the high heat might damage the lawns. Lawns were going to be cut Thursday and Friday. Mr. Mancini also informed the board that tree removal was going to take place next week to remove various dead trees within our community. A motion was made and duly seconded to accept the Landscaping Committee Report. **The Board voted unanimously (5-0) to accept the Landscaping & Beautification Committee report**

Finance Committee Report:

Larry Mancini, on behalf of the Finance Committee, reported to the board that the committee was looking into investment vehicles for the association's long-term reserves. If a non-profit condominium return is filed that has investment income, the association can be taxed at the 30% tax rate. The committee is looking at alternative investment options, such as tax-exempt investments, as a means of tax avoidance. Examples might include municipal notes/bonds with staggered maturities and variable rates.

A motion was made and duly seconded to accept the Finance Committee Report. **The Board voted unanimously (5-0) to accept the Finance Committee report.**

OLD BUSINESS:

Donna Podis, representing the landscaping committee, continued discussions from last months board meeting. After back and forth discussions between board members and Donna Podis, the board clarified the nature of how committee's work with the board.

Jeff Adel briefly addressed the board as to the status of Northwind warranty items that were recently repaired on his unit area as well as the adjoining common area.

NEW BUSINESS

There was some discussion amongst board members regarding the association's pet policy. Several board members suggested that a notice be posted in the mailroom by the rules committee reminding unit owners to observe leash requirements for all pets as well as the pick-up policy. The rules committee will post such a notice.

The next Executive Board meeting is scheduled for 7:00 PM on Tuesday, August 1st, 2006 at the East Smithfield Public Library.

At 8:55 PM a motion was made and seconded to adjourn the meeting. **The motion carried unanimously (5-0).**

Accepted by the Board:

/s/Bob Rico August 1, 2006
Robert Rico, President Date

/s/ Stefan Ross August 1, 2006
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

