

Villages of Summerfield
Smithfield, RI 02917
Executive Board Minutes

Robert Rico, President
Lawrence Mancini, Vice-President
William Martin, Secretary
Linda D'Ambra, Treasurer

James Cambio
Alan Chabot
Joan Smith

Meeting of August 3, 2004

At 7:01 PM, Robert Rico called the August meeting of the Executive Board to order. The meeting was held at the East Smithfield Public Library. Larry Mancini and Jim Cambio were not present.

The normal order of business was suspended in order to recognize Rules Committee member, Jessica Papazian-Ross. Jessica provided the Board with the history regarding the formation of the Summerfield Rules Committee and the role of the committee. She also discussed the need for uniformity in the interpretation and enforcement of the rules. She stated that since the formation of the new Board, she felt that the role of the Rules Committee had been changed and was not being utilized as it had been previously. Through this discourse, the Board discovered that information was not being shared as it had thought and acknowledged that it needed to have the Rules Committee become more involved. The Board thanked Jessica for requesting a meeting with the Board to clarify the role of the Rules Committee and for her past, present and future service to the Board and Summerfield community.

OFFICER/COMMITTEE REPORTS

President's Report

Mr. Rico presented the following bills for payment:

Kurt Wilcox Landscaping for \$180.00. These were related to service calls for the sprinkler system. Mr. Rico verified the work was done satisfactorily and that the billing was appropriate. A motion was made and seconded to approve payment. **The motion passed unanimously (5 – 0).**

Thom Well and Pump for \$320.00. This was related to pump repairs. Mr. Rico verified the work was done satisfactorily and that the billing was appropriate. A motion was made and seconded to approve payment. **The motion passed unanimously (5 – 0).**

Selective Property Management for \$1,822.00. This was for June and July management fees (123 units @ \$7.00 per unit) plus \$100.00 for certificate preparation. Mr. Rico verified the billing was appropriate per our management contract. A motion was made and seconded to approve payment. **The motion passed unanimously (5 – 0).**

Earthworks Landscaping for \$10,797.16. This was for 4 cuttings (120 units), a 3rd application of lawn treatment (122 units), the replacement and adjustment of sprinkler heads and a repair to a leak in the sprinkler system. . Mr. Rico verified the billing was

appropriate per our landscaping contract and the repair work was done satisfactorily. A motion was made and seconded to approve payment. **The motion passed unanimously (5 – 0).**

Mr. Rico requested that the Board give approval to pay future Narragansett Electric invoices prior to seeking approval from the Board. These invoices are recurring bills and are for street lights and well-pump operation (seasonal). A listing of the invoices paid will be submitted to the Board at the following Board meeting. A motion was made and seconded to allow the payment of Narragansett Electric invoices. **The motion passed unanimously (5 – 0).**

Treasurer's Report

Ms. D'Ambra provided a listing of payments made during July. In addition to those items voted and approved at the July 6th meeting were invoices from Narragansett Electric received during July. Those invoices amounted to \$615.83, \$69.96 was for lighting and \$545.87 was for well pump operation. Mr. Rico requested and received email approval to pay these bills in July.

Secretary's Report

A draft of the Minutes from the July 6, 2004 Executive Board Meeting was presented to the Board for review. Ms. D'Ambra requested that the names of those voting "no" or abstaining be specifically mentioned. A motion was made and seconded to approve and accept the minutes as drafted with the inclusion of the names of those voting against and/or abstaining. **The Board voted unanimously (5– 0) to accept the minutes with noted corrections to be made.**

Finance Committee

The finance committee reported that the items requested by Stephen T. Gentile, CPA have been sent to him. Mr. Gentile expects to begin and complete the audit within the month.

Land and Building Committee

No Report

OLD BUSINESS

The Board recognized Mr. Peter Mancini of 5 Alpine Ridge. The Mancinis had previously requested Board approval to install low voltage lighting in the common area adjacent to their side yard. They were sent a letter from the Board on July 9 requesting more information. Mr. Mancini appeared before the Board with the requested information and after a discussion a motion was made and seconded to approve his request as outlined in his letter and diagram. **The motion passed unanimously (5 – 0).**

Parking

The Board discussed briefly parking plans per the diagram that had been handed out at the June 1, 2004 Board meeting. It was decided to table the discussions until the full Board was present. It was recommended that Board members who had not yet walk the areas do so, in order to devise a temporary on-street parking plan.

NEW BUSINESS

Punch List

Mr. Rico advised the Board that he hope to meet with Northwind Partners to discuss the “Punch List” for Cambridge Circle and Alpine Ridge. He would advise the Board at the next meeting of any progress, or lack thereof, regarding the “punch list”.

Steve Hasse of 1 Rimwood Drive requested permission to plant a tree in the area in front of his home. The Board reviewed his request and after a short discussion, a motion was made and seconded to approve the request. **The motion passed unanimously (5 – 0).**

Mr. Rico advised the Board that he had received 2 quotes to install a sprinkler system. The first quote was for the installation of 14 sprinkler heads on 1 zone. The second quote was for 21 sprinkler heads on 3 zones. The cost of the installation was quoted at \$1,600.00 and \$1800.00, respectively. The Board discussed the idea briefly but decided to table the discussion until the next meeting when an updated expenditure to budget statement would be available.

At 8:30 PM a motion was made and seconded to adjourn the meeting.
The motion carried unanimously (5 – 0).

Accepted by the Board:

/ s / Robert Rico 9/7/04
Robert Rico, President Date

/ s / William A. Martin 9/7/04
William A. Martin, Secretary Date