

**Board members attending:** Bob & Ruth Demaida, Art & Kathryn Chester, Theresa Pitts-Amico  
Tony Santos, Elite Property Management.

**Unit Owners:** none

**Meeting called to order @ 6:25PM**

**Old Business:**

- Attic firewalls. 31 Units remain to be done. Construction Management ready to start on this project. Item to go into spring newsletter. Ongoing – Tony to follow up.
- Dryer vent cleaning. All units will need to upgrade their dryer vents to 4” metal pipe / flex metal pipe to permit cleaning or have the cleaning contractor do it. A fall/winter newsletter will stress the need for all unit owners to upgrade their dryer vents from plastic to metal. There is an ongoing difficulty getting co-operation from some Unit owners for access. We will make one final effort to accomplish firewalls and vent cleaning.
- Rules and Regulations document revision has been approved as revised. We need to
- Recertification for FHA and VA is underway.
- Unit 49’s additional claim stems from a bill from ServePro for water mitigation. Said bill was paid by unit owner but not brought to our attention. Tony to take care of.
- Deck discussion – on hold.
- Water infiltration issues are reported by Unit 25, 46, and 47. Unit 25 appears to be from turbine vent unit, the other two are leaking near soffits. Snow should be off roofs in another week and allow for a contractor to inspect.
- DiGeorgio replaced roofs 5 years ago. We need to look at contract language.

**New Business:**

- Units 22, 23, 24 drainage issue. On hold till spring allows work to commence.
- Gutters and downspouts need to be cleaned, done last year by A to Z but we had problems during the winter. Tony to follow up.
- Unit 21 – burst pipe. She contacted her insurance co.
- Registration letters to go out with spring newsletter.
- Work orders to be emailed to board members when received.
- Discussed the costs associated with coupon books, mailings, newsletters, etc.
- Discussed starting a web site for unit owner information. Art to look into.
- Frontier or Eversource to repair curbing in the area they were working prior to winter.
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**Meeting adjourned @ 8:05PM**

**Next Meetings:**

**April 16**

**May 21**