

OVERLOOK VILLAGE CONDOMINIUM ASSOCIATION, INC.
BOARD OF TRUSTEES MEETING
FEBRUARY 16, 2021

MINUTES

The General Session Meeting was called to order at 7:12PM.

Those in attendance were:

Nancy Hess

Anthony Petrigani

MaryEllen DiMeo

Barbara Tarchak

Tom McNee – via phone

Samantha Regner, Matrix Property Management Group

Anthony Graziani, All Seasons Carpentry

Members approved the Minutes from November 2020. Ms. DiMeo motioned, Mr. Petrigani seconded and the vote was unanimous.

Management presented estimates from Talon Landscaping for units 635 and 17106. Mr. McNee motioned to approve and Ms. DiMeo seconded. The vote was passed with all in favor.

Management presented the three proposals for the landscaping contract from Fullerton Landscaping, ACF Landscaping, and Native Fields Landscaping. A and L Landscape services opted not to participate in the bid. After discussion, Mr. McNee motioned to approve Fullerton Landscaping's bid contingent on them matching the cost of the current contract with Native Fields landscaping (\$49,500) and further contingent on if they do not match the current price that they split the difference by lowering their cost by \$2,950. Mr. McNee further motioned that in the event neither proposal is accepted by Fullerton Landscaping that the contract be awarded to them at the cost of \$55,400. Ms. DiMeo seconded. All were in favor and the motion was passed.

Management delivered an update regarding projects anticipated for the coming year which include improvements to the tennis courts, paving, replacement plantings, and line striping of the common area parking.

The replacement of the mailbox located on Hillside will be added to the agenda for discussion at March's meeting.

Mr. Graziani delivered the maintenance report. This included a report on the icicle removal throughout the community as well as a request for permission to replace one of the trash sheds on East View.

The meeting was then opened to the membership for comment and questions. The following topics were brought up and discussed:

- Checking the gutters on Westview to determine if more frequent cleaning is necessary

- The possibility of pet registration – this will be discussed further during an executive session meeting
- The parking concern within the community – vehicle registration as a first step in the process to allow enforcement of the current rules. The rules will also be reviewed at the next executive session.
- Additional salt was requested to refill the bucket between building 22 and 23
- A question was brought forward regarding the tree near the entrance to the community. Management explained that management was under the impression that it was not Overlook Village property but was unsure whose property that tree was on and would check to make sure.
- Ice damming in the gutters of some units causing ice to form on the driveways. It was explained that Mr. Graziani has cleared the major icicles from the gutters and that it will continue to be monitored until it is melted.
- A concern about trash around the common areas – this will be discussed further by the board at their next executive session
- A sinkhole was reported near the hydrant on Overlook drive by the intersection of Treetops. Management will schedule the repair
- A question was asked about converting the tennis courts to parking. It was explained that this has been explored but was determined to be cost prohibitive.
- A question was raised regarding voting, and how many positions would be open. Management responded with 3 seats, whose current term is expiring: MaryEllen Drabin and Barbara Tarchak (both appointees filling in for unfulfilled terms of previous members) and Tom McNee. The election is currently planned for May of 2021.
- Tree removal concerns: it was explained that as with other common area projects, notice is given to owners when action is needed to be taken by the owners. The board added that the feedback from the community has been heard and will be taken under consideration for future common area projects.
- Questions regarding replacement trees:
 - The board announced that on the rear side of Westview facing the Pond View development that the board will need to wait until the discussed plantings are in place by the Pond View developer before determining what is needed.
 - In the rest of the community, all requests for replacements have been collected by Management and will be reviewed during the planned walk through to ensure the completion of the tree project.
- A question regarding the Welcome Book was brought forward – Management will look to update this.

There being no further business the General Session was adjourned at 8:58pm.