

CRYSTAL SPRINGS CONDOMINIUM ASSOCIATION
ANNUAL MEETING MINUTES
February 15, 2023
Bellingham Library
In person & via Zoom link

Attendees:

- Justin Rooney - Property Manager - Salisbury Management
- Marty Roche - Trustee
- Cheryl Melendy - Trustee
- Joan Dooney – Trustee
- Pam Luther - Trustee

- Balance Sheet reviewed
- Revenue and Expense Statement reviewed
- Budget for 2021-22, 22-23 and future budget 23-24 reviewed
 - Turf renovation monies carried over, and to be utilized for 23-24 Project
 - Gutter cleaning broken out to separate line as it is now and outsourced maintenance item
- No Condo Fee Increase announced
- Projects completed in 2022 reviewed (list in agenda and below)

➤ **Projects Completed in 2022**

- Several Sections of vinyl privacy fences were replaced at the rears of units.
- A flagpole and flag were installed at the lower homes.
- A diseased tree was removed and replaced at the lower homes.
- All Gutters onsite were cleaned.
- Electricians made emergency repairs to a decayed handhole splice which feeds power to a building in the upper portion of the complex.

- Projects being considered for 2023 discussed
 - Turf repairs in the fall, hoping for no drought so we can move forward
 - Discussed idea of testing a small area w/ rocks in place of grass in lower units
 - Electrical work for upper units- handhold splice replacements for safety
 - 2 have failed, need to update all

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- General Reminders to all owners (see list in agenda and below)

➤ **General reminder to all owners:**

- Buildium
- Please make sure to place all trash within the dumpsters and close the side doors before you leave. Owners must break down all boxes prior to placing them in the dumpster. Coyotes and other animals have torn through bags that have been left on the ground within the enclosures. If an extra pick up is needed due to the dumpsters overflowing for any reason, please call (508) 869-4094 or email justin@salisburymanagement.com.
- Driving or parking of vehicles on the lawn or curbing is strictly prohibited. The Board of Trustees has considered prohibiting parking on the entry hill should residents and their guests continue to damage the lawn and curbing on the hill.
- Specs for the door colors and storm door replacements are listed on www.cscondo.com
- All owners should keep their vehicles locked, and practice removing any valuables from them while they are parked onsite. Please report any suspicious activity to the Bellingham Police Department.
- Flame producing items such as fire pits, charcoal grills, chimeneas, etc. are prohibited onsite per the Master Insurance Carrier. Only propane and electric grills can be used onsite.
- All questions and maintenance requests should be made by email on www.cscondo.com You can upload pictures to show the area that needs to be repaired. Pictures are greatly appreciated.

- Q&A
 - Gutters not done by Salisbury Mgt team, staffing, not doing gutters anymore
 - Quorum questioned since we have not had one in years
 - This is only for voting members onto the board
 - Fee increase -annual expectation- it is common due to cost of living, projects etc.
 - Board worked hard to stay level this year, no increase
 - Power washing requested - Board will do the exterior spring walk but are aware of some power washing is needed
 - Board remind members it is best to email any suggestions, issues and or complaints via the website or directly to Trustees@cscondo.com as that will notify the management company as well as all board members of any/all issues
- Board member vote occurred since we had a quorum, Justin to announce board after tallying, Zoom Participates needed to be sent ballot via email from management company

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- Voting results will be emailed to Association upon completion of the tally

Voting results sent 2.20.23 From Justin

Justin Rooney mail@managebuilding.com Hide v

Mon, Feb 20, 2023 10:21 am

To

The Board and management would like to say thank you to all owners who attended the Annual Owner's meeting in person, virtually, or by proxy. A quorum was met with 58.28% of the ownership in the association casting a vote. As you may recall trustees were serving 1 year terms from the time of the annual meeting as a quorum was not reached for the last several years. Now that a quorum has been met the terms can be extended to 3-year staggered terms as the documents direct. The trustees elected in 2023 are Cheryl Melendy and Marty Roche who will serve until 2026, Joan Dooney and Frank Prevost who will serve until 2025, and Pam Luther who will serve until 2024. Thank you again to all who participated in the meeting and the election.

Thanks,

Justin Rooney, CMCA

Vice President/Partner

Salisbury Management, Inc.

120 Shrewsbury Street, Boylston, MA 01505

<https://link.edgepilot.com/s/250f9870/fGjm1vvhWEKFumZj7iz6lg?u=http://www.salisburymanagement.com/> .

justin@salisburymanagement.com

(508) 869-4094 direct line

