

November 28, 2016

Foxboro Coventry HOA Committee Meeting

Start time: 7:00PM

Roll Call:

HOA Board Members: Freyja Johnson, Philip Meyer, Mike Bond, and Lisa Peterson

Absent Board Members: Christina Cooper Gomm, Delaney Dawson

Property Management Company: Nate Fotheringham with Rockworth Management Co

Two owners were present.

Old Business Updates:

* There was a discussion regarding recycling. Because there is not space for an additional can for each unit a central larger bin was discussed. It is undecided as to where to put a larger bin and how to get both the north and south sides to use the large bin if it were located on just one side. It was determined that there was not a reasonably good spot to place such a container without sacrificing visitor parking spots. A decision was made to table this issue until somebody can figure out an appropriate location. Members can take paper and cardboard items Foxboro Elementary or Spectrum Academy for recycling. Hopefully Lee's Market will have other recycling options when it is completed.

* Mike Bond was able to update the website. He mentioned that the software that is associated with the site was missing multiple updates and was a bit of a mess. Mike recommended he continue to do some updates to try and bring things up to speed.

*Nate Fotheringham is putting the dates of HOA meetings on the community calendar on the Foxboro website and Christina is maintaining the HOA facebook page.

*The Verizon cell tower is up on the pool clubhouse and the HOA has received the first payment for the use of the clubhouse roof.

New Business Review:

* Nate discussed the existing snow contract with Towns Landscaping. He indicated that he is working with Towns to identify how they will handle the snow removal so he can include their response in the owner statement letter for December. Mike Bond suggested we be sure to recognize that only the wording in the contract is what is enforceable. Towns Landscape committed to sending Nate verbiage to include later that evening.

* Christopher Kent (owner) shared that he is familiar with gym equipment maintenance and could be a resource to save the HOA some money in that category.

* It was determined that each board member does have access to their respective email addresses so we can avoid using personal email addresses with Board correspondence.

* The Board discussed how we can get old board members removed from the America First reserve account and how to get new members added. Nate will follow-up with Dee, as an existing signer, to see if she will help initiate that process.

* Mike Bond pointed out that the recorded Declaration allows for investing funds in federally insured institutions and introduced the idea of breaking up the reserves to better protect the funds and receive a little bit of interest. Mike will research what is possible and will get back to the Board for further discussion and decision.

*As a reminder, owners are responsible to clean up after their pets. There has been an on-going problem with owner not doing this—especially on Walton Street.

*As a reminder for owners that have heat tape on their roofs, remember to plug it in and use it as needed to prevent icicles from forming.

*As a reminder, owners are responsible for the maintenance of the electrical outlet near their front doors.

Financial Review:

*The \$2 HOA fee increase per unit will go into effect January 2017.

*The HOA is maintaining its budget well-only \$15 off for the year.

Due the holidays in December, the next HOA meeting will be January 9, 2017 at the south Clubhouse.