

Thatchmont Condominium Association – www.thatchmont.org
Management contact – Larry Sawyer – 617 254-3100 (24 hours)
Trustee Meeting – January 7, 2003

Trustees Present: Karen Hobman, Arthur Mattuck, Neil Golden, Stephan Deibel, Ann Lammers, Tom Nelson and Larry Sawyer for Sawyer Management.

The apartment on Egmont St is vacant. If you know of someone interested in renting a newly renovated apartment have them contact Larry Sawyer. Rental income represents 33% of your maintenance fee in a normal year. The longer the unit remains vacant, the more unit owners must contribute to the upkeep of our property.

- 1) 3 unit owners attended part of the meeting to raise several issues.
- 2) Elections for officers were held. Elected were:
 - President – Stephan Deibel
 - Treasurer – Tom Nelson
 - Recording Secretary – Neil Golden
- 3) The trustees reviewed a revised budget for next year which took into consideration higher fuel costs and reduced electrical and general expenses than were anticipated at the time of the annual meeting when the budget was initially proposed. A copy of the budget, year end financials and 5 year plan will be distributed to all owners shortly.
- 4) It was noted that bills were not sent indicating the new 2003 maintenance fee. Bills reflecting the 3% increase will be sent out for the payment due in February.
- 5) Larry will arrange to have cans of sand placed at the corners of the building to allow owners to spread sand when the snow refreezes making walking treacherous.
- 6) The roof leak at 26 Egmont St. continues to be elusive. Currently a plastic tarp has been spread over the back hall skylight in an effort to isolate the source of the leak. Different area's of the roof will be covered in an effort to find the source of the leak.
- 7) We are looking into getting the fire doors in the basements to work properly. Once we get an estimate of the cost for this, we will prioritize this item and add it to our capital improvement project list.
- 8) Larry Sawyer said that it is desirable for him to keep keys for all units so that he has access in case of emergency (i.e. water leak or smoke when the owner is not present). In addition this could be helpful to unit owners in case they lock themselves out. Keys can be delivered to Larry at 10 Hano St. in Allston or placed in an envelope and given to your trustee prior to the next Trustee meeting. Please place your address and unit number on the key(s).
- 9) Heating – The buildings seem to be heated adequately. Larry will be adjusting the furnace to improve comfort and reduce cost. This will mean that you may have to adjust your air valves to achieve optimum comfort. The large valve on the floor must be completely open (or closed) for the heat to work properly. To adjust the amount of heat, the air valve on the side of your radiator should be used to increase or decrease the heat output from your radiator. When the air valve is in the closed position, your radiator should remain cool even when the furnace is on. As the valve is opened, only portions of the radiator should heat up when the air valve is opened a small amount. If you can not do this, your air valve should be replaced so that you can control the heat within your unit.

- 10) Storage Bins – Several storage bins are not being paid for. All bins have been numbered and you will be receiving a letter from Sawyer Management to identify the bin that is deeded to you and any that you are renting. Bins that are not reported will be emptied and the contents disposed of.
- 11) We are investigating placing flashlights next to every back hall doorway as a source of emergency lighting. We are looking for flashlights that will automatically turn on when they are removed from their holder. They are used in hotels in some countries, but we are having trouble locating a source in the US. Any assistance would be appreciated.
- 12) Several owners have reported that little critters have been found in their unit. The big guns have been called and the exterminator thinks he has found the source. Any owner having little uninvited visitors should contact Sawyer Management so we can determine if this is a widespread problem. (After the meeting a number of other wild life has been encountered in the Egmont Building)
- 13) We are still having isolated problems on Egmont St with hot water flowing into the cold water lines. This will be looked into as well as the reason it takes a long time to get hot water to some units. This wastes a lot of water, which is our second largest expense.
- 14) We will be sending each owner information on how they can save water by installing low flow inserts into their toilet flushometers. Water is becoming increasingly more expensive, especially now that the state has decided not to provide a subsidy to the MWRA. Water costs each owner over \$500 per year or \$40 per month.
- 15) The Trustees agreed to post meeting notices a few days prior to each meeting with the proposed agenda.
- 16) The rental apartment on Egmont St will be undergoing renovations. We will replace the bathroom, replace or repair the floor, and paint the entire unit to make it more appealing. Please have anyone interested in this unit contact Larry Sawyer.

The next Trustee meeting is Tuesday March 4 at 14 Egmont St Unit 6.

Neil Golden