

Thatchmont Board Meeting – Oct. 26, 2004

Trustees: Neil Golden, Deborah Lindeman, Arthur Mattuck, Martha Recht, Richard Yurko.
Management: Larry Sawyer Absent: Ellen Frank, Karin Hobman

FINANCIAL

1. The one-page **Treasurer's report** was presented, summarizing where we are in the current budget as of the end of September. The report is posted on the Thatchmont web page www.thatchmont.org.

Income is normal and on schedule.

Expenses. Heating Oil, already 3K (\$3,000) over budget, is estimated to be 5K over by year's end. (The recent steep price increases will be felt primarily in the 2005 oil bill.)

2. **End-of-year Projections.**

Surplus (net income) in budget: 45K

Projected overrun in expenses: 10-15K

Projected surplus (net income): 30-35K

This potential transfer to reserves is decreased by

Capital expenditures (painting): 16K

Net available for transfer to reserves: 14-19K

Reserves: Currently 41K; should be 55-60K by year-end.

3. **Condo Fee increase** Based on this year's actual expenses, and estimates of future price rises, the 2005 budget will allow for the following increases over the 2004 budget:

Fuel oil: + 19K

Water: + 8K

Insurance: + 5K

Capital expense (painting): + 5K (20K total)

If fees are not increased, we will have to dip into reserves to pay for this year's operating budget. Since we have not been able to fund the reserve account at the level specified in our five-year plan, the trustees decided we should budget for a contribution of the same annual amount as was in the plan. This will allow us to build up the reserves to the level needed to fund capital expenses down the road: three roofs that will need replacing, a parking lot to repave, and unexpected breakdowns in our physical plant.

The trustees feel these expenses should be funded insofar as possible from the reserve, rather than by special assessments. They debated various fee-increase scenarios prepared by Rich and Larry that would build up the reserves adequately.

The one selected (to be presented in the 2005 budget and discussed at the annual meeting) calls for

4% regular increase in the current condo fee, plus a

10% fuel-adjustment increase, tied to the cost of fuel oil, to be lowered if and when the price drops.

These increases should add 20K to the reserve, giving us a reserve of 75-80K at the end of 2005.

4. **Capital budget — five-year plan** This was postponed, since Ellen Frank could not attend.

OLD BUSINESS

1. **Exterior Painting:** The doors and their trim and the front basement windows were painted. The paint chips left on the ground still have not been picked up by the painters. An estimate for next year will be obtained for next year's budget.

2. **Cleaning company** We are changing to Rufo Cleaning Co. as of Nov. 1. They have hired Victor at union-scale wages with benefits included, as requested by the unit-owners.

3. **Pests** There have been no further sightings, nor droppings in the basement.

4. **Dumpster** The dumpster was moved to the upper side of the lot, and things seem to be working. The recent overflow was due to a truck failure on a Friday, leading to a missed Friday pickup, and resulting weekend overflow. The washer-dryer appeared first in the 15 Thatcher basement, then at the dumpster; no one at 15 knows how it got there.

The problem of what to do about snow removal was discussed. The most likely action will be to move the dumpster back to its previous location during the snow months. Since the company may be changed (see New Business), this may be tied in with getting a smaller dumpster.

5. **Leaks** between the second and third floors of 15 Thatcher are being investigated. None have been reported within the last few weeks. The roof drain seems all right. A plumber will be asked to inspect.

NEW BUSINESS

1. The **hot-water tank** on the Thatcher side finally failed, interrupting the flow of hot water, so it was removed and the system converted to a tankless system (which was already in place, installed when the boiler was changed a few years ago). This raised the water temperature, which will be lowered.

To avoid similar problems on Egmont, we will be eliminating the hot-water tank there, since it is of the same vintage as the one on Thatcher.

2. **Reducing fuel-oil consumption** The trustees approved the following:

a) We will get two high-tech (and expensive) thermostats, one for each side, and experiment with their placement and setting.

b) A memo will be sent out urging unit-owners to have all radiators in use equipped with the newer Ventrite air-valves, which allow easy control of the steam flow through the radiator. The valves themselves are not expensive (around \$15), but it is best to have the work done by a plumber, since threads can be damaged when the old valves are removed. To minimize plumber expense, the work will be done for all units requesting it on Saturday, Dec. 11. Leaking faucets and toilets can be inspected at that time. Financial arrangements will be worked out; the Association will pay for inspection and minor leak repairs but replacing the radiator valves will be the unit-owners' responsibility.

3. **Trash removal** Larry is looking into when our current contract expires, and possibly switching to another company, Waste Management. This might let us shift to a smaller dumpster (8 yards instead of 10), with three pickups/week instead of two, and save money as well.

They do once/weekly recycling pickups also; an extra recycling bin might be added.

4. A unit-owner at 20 Egmont requested permission to install a **washer-dryer** in the basement. Since this particular basement has been subject to many violations of the by-laws, it precipitated a discussion. In the end, the trustees approved, subject to a list of conditions (maintenance of the area, metering, common usage, code installation, among others).

5. A unit-owner at 14 Egmont has been in violation of the no-excessive-tandem-parking rule, plus other infractions, and will be notified.

6. Sawyer Mgmt. requested a 5% increase in the **management fee**, the first increase in 3 years; the trustees approved in a subsequent e-mail vote.

7. **Annual meeting:** Tuesday, Nov. 16, 7:00 PM; Holiday Inn (1200 Beacon St.)

Trustee vacancies are at 15 Thatcher (2-year), 19 Thatcher (2-year), as well as the At-Large trustee position (2-year). Notices and proxies have been distributed.

Arthur Mattuck, Recording Secretary