

Board of Trustees Meeting

May 20, 2012 4-5:30pm

- 1) Stas has received a quote from Dave's Landscape for cutting down dead trees along side the School building. Once quote is received, it will be reviewed by the Board. Will also look into weeding service by Dave's Landscape
- 2) Security Panel was sounding in the School, Church and Rectory Buildings last week. This was sounding due to a down phone line. This issue has been resolved.
- 3) Stas will continue to prepare invoices for all maintenance services provided for 2012.
- 4) Stas will contact the City of Marlborough regarding Street Signage for St. Mary's Way. Residents are not getting packages delivered due to lack of signage.
- 5) Stas will start to prepare questionnaires for interviewing prospective Management Companies.
- 6) One "NO TRESPASSING" sign will be purchased and put up behind the Rectory Building, close to the neighboring property to hopefully prevent the recurrent foot traffic of non-residents through our property.
- 7) Stas will be putting up a sign in the Dumpster area to remind residents to break down all boxes and to put all trash into the dumpster. Any items not physically in the dumpster, and left on the ground next to the dumpster will NOT get picked up.
- 8) Meeting with all Residents will be set up on June 6th at 8pm to discuss new management company coming in.

9) City of Marlborough was contacted by Stas regarding the incredibly large water bill for the School building. Was told the water meter was working correctly. Stas will be contacting the School Building owners to inquire and see if there are any noticeable leaks in their bathrooms. If no issues reported the next step will be taken to fix this situation.

10) Alex will be coming onto the property to work on odd jobs around the property:

- a) Fix door hinge on exterior door of Church Building
- b) Broken downspout on School building
- c) Broken storm drain near School building
- d) Stairs between Church and Rectory buildings
- e) Clean large front window at the Church building
- f) Remove paint staging/scaffolding from Church stairs