

Winslow Point Condominium
March 27, 2024
Meeting Minutes

Attendees – Mark Mastroianni, Matt Coppa, Essek Petrie (Board Representatives) Lauren Lima, Syreeta Turner-Edmond (TDG) Ron Judd, Shawn Sanders (Advisor)

Call to Order – 10:30 A.M

Meeting Minutes- The minutes from the previous meeting were approved and will be posted online.

FINANCIAL STATEMENTS – The February Financial Statements are delayed this month due to the system conversion. A copy of the Financial Statements will be sent to the board for review once they are available.

INSURANCE –There are currently no open claims regarding the Master Policy.

ARCHITECTURAL MODIFICATION REQUEST- There were no open Architectural requests.

VIOLATIONS – There were violation for decorations and garage storage issued prior to the board meeting.

OPEN DISCUSSION –

- Landscape Contract – During the last Board meeting, The Dartmouth Group distributed a request for proposals for landscaping services for the 2025 season to three vendors. The Board carefully reviewed all the submitted proposals. Level 10, the landscaping vendor for 2024, submitted a proposal that matched the lowest bid and has been awarded the landscaping contract for this year.
- Notices to the Community – The Board and The Dartmouth Group reviewed the process of sending notices to the community in partnership with the Resident Advisors. They noted that community notices are primarily used to provide reminders and updates about schedule services. A Spring update notice is planned to be sent to the community through Town Sq within the next two weeks.
- Mid-Rise
 - New Building Opening – 4 Winslow Lane (Building 1) is scheduled to open the first week of April. The lobby and elevator floor mats have been installed. The bulletin board is ready to be installed in the Lobby. Cleaning services will begin once the building officially opens. The move-in Dumpster has been delivered and is ready for residents to use.
 - Irrigation Water Usage – The Town of Graton Water Department has notified the Board that a water ban is in effect until October 2025. During this period, outdoor watering is prohibited until repairs to the town's water plant are completed. As a result, the Condominium will not be able to operate the irrigation system for the 2025 landscaping season. The town has made an exception for all new planting and lawns installed for 2025. The Pulte construction team will collaborate with the Town of Graton

Water Department to ensure that the new sod and plantings for the new mid-rise building and townhome units are water in as they become available.

- Warranty Items verse Common Area: The Board discussed the distinction between Pulte Warranty items and Winslow Point common area maintenance items. The Winslow Point Condominium is responsible for landscaping, snow removal, and regular maintenance of the common areas, including the interiors of the mid-rise buildings, exterior walkways, lawns, siding, and amenities. Any issues within the units should be reported to Pulte Warranty, and repairs will be made if they fall under the warranty coverage. If not covered under the Pulte warranty it is the unit owner's responsibility to hire a vendor to complete the maintenance and repair of their unit items. Please report all common area maintenance concerns to the Dartmouth Group, which will determine who is responsible for the necessary repairs or maintenance.

Next Meeting – May 1, 2024 @ 10:30 A.M Zoom

Adjourned at 11:19 A.M.