



Dear Residents,

We have published August's meeting minutes to our website:

www.SalemSquareCondominiums.com

As a reminder, all objects must be removed from entry hallways no later than August 31, 2019. This includes furniture, plants, hanging art, etc. This decision comes after lengthy discussion of the 'objects' clause in Salem Square's bylaws that we are responsible for enforcing (see our meeting minutes over the last year). *Regrettably, our bylaws offer no exception to this rule.*

Any objects remaining in the hallways on September 1st may be removed by Salem Square staff or the owner may be fined until the object is removed.

We thank you for your cooperation.

Regards,

Salem Square Board of Administration



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Salem Square Condominiums Board Meeting Minutes

Roll Call

Robert Hourigan called the meeting to order at 6:30 PM. Present at the meeting were President, Robert Hourigan; VP, Joe Sexton; Treasurer, Stan Lounsbury; Member at Large, Belinda Motamedi; Secretary, Gingy Grider; Council Members, Barbara McGee, Geoff Baker, Marvin Gray, Sharon Morrison, Mina Menezes, Peggy Harrod, Mason Walthall, Carol Sexton, Ron Rubin, and Greg Lauer.

Minutes from Last Meeting

The minutes from the July meeting were approved as written.

Maintenance Report

Balconies on units C6, C8, D2, D4, H1, H2, H3, H10, and H12 have all been rebuilt. Balconies on C5, C7, E11, E12, and H7 have been recoated. The terrace walls on A1 have been painted.

A/C drain lines have been blown out (pipe has been cleared of debris) as needed.

Drain and trap were replaced in Unit H3. Salem Square replaced a portion of the common elements for \$125. The owner paid the remaining balance.

Bushes have been trimmed as needed. Bushes in front of office have been removed due to disease.

Future work for the summer will include repair of 2 or 3 more balconies, lowering of cleanout valves in North Quad, and repair to the sunken drain in the parking lot in front of E building.

We have blocked the last week of September and the first two weeks of October for club house renovation. There is \$3000 allowance. This will include painting, floor replacement, and replacement of blinds.

The C building roof will be replaced on contractor's schedule.

Treasurer's Report

Checking stands at \$74,598.99, with a reserve of \$197,831.91.

We experienced a net loss of \$6,778.56 for the month. Some of this was due to timing of projects. Gas and Electric is up significantly the last couple of months. Some of this may be due to the South Quad AC not shutting down periodically. There has also been an increased use of part-time labor, and costs of improvements due to their help.

Electricity Surcharge

See attached chart regarding Electricity Surcharge on following page. We will check average temps for the month from last year as compared to this year. The question was raised as to whether a change from commercial to residential classification would reduce electricity costs. This concept was explored as part of the individual electricity metering project but was proven unsustainable. Ron Rubin suggest we attempt to reclassify the entirety of Salem Square from commercial to residential. This will be explored.

We also discussed the possibility of offering incentives to residents who replace doors, windows and changing to the use of LED bulbs. This will be brought up at a later meeting.

Landscaping Committee

The grounds have been inspected by the landscaping committee. They have suggested a note be sent to residents whose gardens were found to be out of compliance.

Other items of need, noted by the landscape committee are: updating of common area in front of B Building; weeding in front of G building common, lowering of cut off valves, grass seeded, and removal of burning bush in North Quad; a second mulching off all areas, shrub trimming across property; bushes between C9 and C12 are in need of replacement; and ongoing cleanup of area behind pool.

Residents are reminded that the dog parks are available for their pet's use. Some dogs are still being allowed to use landscape and grass for the bathroom needs.

Old Business

Our tree company has trimmed trees across the property. The trees have been untouched and neglected for quite some time and were being weighed down low and heavy branches. The diseased pine tree by C building was removed. The estimated cost of this work was \$7,200. The actual cost was \$5000. The pine trees between G and F buildings are still of concern due to potential falling limbs, possible damage due to wind, and the way they are leaning into the parking lots.

We have been made aware of a potential renting situation in one of the units. This will be investigated. All residents are reminded that Salem Square is an owner-occupied property. Renting of units, and occupation of units by anyone other than immediate family members is not allowed.

New Business

The Board requests that only one car per residence be parked in front of D and H buildings. Any additional cars in the household, including visitors or guests should park around the corner.

All insurance policies have been renewed for the year. The costs of the policies have increased from last year. Our insurance agent recommended we not make any changes to our policies.

	2018-2019	2019-2020
Package Premium (building and grounds)	\$ 26,554.56	\$ 27,927.98
Umbrella	\$ 1,182.05	\$ 1,183.23
D&O	\$ 1,830.72	\$ 1,920.72

One of the pool umbrellas was damaged by wind after being left open overnight. Please ensure that all umbrellas are closed prior to leaving the pool for the day.

The Board has decided that the pool will remain open after Labor Day as long as weather permits. Please check Salem Square Website for schedule updates.

A reminder that the party house needs to be cleaned after each use. All unused food should be removed from refrigerator and freezer at end of each event. All garbage should be taken to dumpster, and a clean garbage bag placed back in the garbage can. Also, please assure that air or heat is turned back before leaving.

Discussion regarding holly tree removal

The Board entertained discussion from residents regarding the removal of the holly trees. Some residents support removing the holly trees while others are in support of removing the trees. Geoff Baker lead the discussion in favor of keeping the trees. Geoff reported he has received comments from 29 units that support keeping the trees. Concerns over removing the trees are that the trees are healthy and have been a part of Salem Square for 50 years; removal will take shade away from the buildings; and with hard trimming, lowering the height of the trees, and removing limbs from the lower 12 – 14 inches can make the trees presentable and add to the overall look of the grounds. Those favoring removal of the trees stated that there have been landscapers who state the trees have been allowed to go untended so long that they need to be removed. The trees have been invaded by intrusive vines and is it wondered if the trees will survive the removal and treatment of such vines. A resident suggested that replacement trees and landscaping be planted allow for color and new growth prior to removal of old trees.

Geoff Baker stated he is currently working on report with schematic of all holly trees. He requested that he be allowed to complete the report and schematic and present to the Board before any decisions are made. The Board agreed that no further action will be taken on the trees until it has had a chance to review Geoff's work, and that each tree will be taken on a case by case basis.

Adjournment

Gingy Grider moved for adjournment at 8:30 PM. Stan Lounsbury seconded the motion.

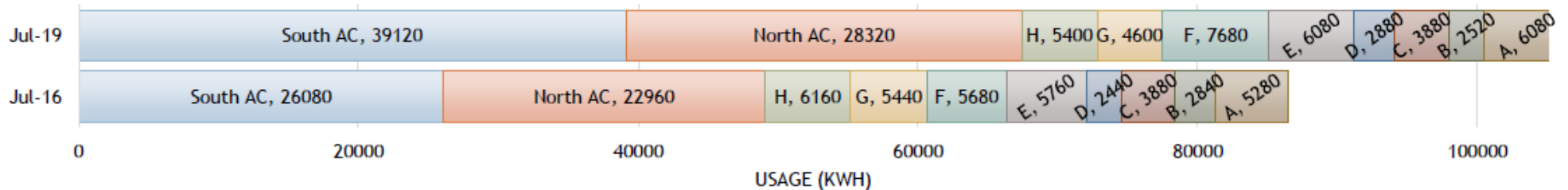
Salem Square Electricity Surcharge

In an effort to build conscientious about electricity costs, Salem Square is budgeting \$60,000 for electricity. This equates to the same kWh usage as we had in 2016. If our electricity costs exceed \$60,000, residents will be charged a surcharge to cover the difference.

First we calculate the usage difference for each month. Then, we add all of the months together (July 2019 - June 2020). The result is the **Electricity Surcharge**, which will become due on or after July 1 as determined by the Board. Note: We system uses considerably less electricity when the A/C is off. Months can *decrease* the total surcharge if our 2019 usage is less our 2016 usage.

Total Usage July 2016 vs. July 2019	
2016 Usage (kWh)	86,520
2019 Usage (kWh)	106,560
Difference (kWh)	20,040
Percent Increase	23.2%
Total Cost to Community	\$2,215

Usage by Building: July 2016 vs. July 2019



Total due on or after 07/01/2020

Unit Type	Jul-19		Aug-19		Sep-19		Oct-19		Nov-19		Dec-19		Jan-20		Feb-20		Mar-20		Apr-20		May-20		Jun-20		↓
A	17.97	+		+		+		+		+		+		+		+		+		+		+		=	\$ 17.97
B	20.52	+		+		+		+		+		+		+		+		+		+		+		=	\$ 20.52
C	22.95	+		+		+		+		+		+		+		+		+		+		+		=	\$ 22.95
D	23.63	+		+		+		+		+		+		+		+		+		+		+		=	\$ 23.63
E	31.40	+		+		+		+		+		+		+		+		+		+		+		=	\$ 31.40



Date: August 26, 2019
From: Robert Hourigan on behalf of the Salem Square Board
To: All Residents
Memo: Holly Tree Removal

Dear Neighbors,

In our July Board meeting we discussed the removal of a diseased pine and of the trimming other trees around the property. Included in this was discussion over trimming holly trees. The idea of removing them was brought up and the meeting minutes asked for your opinion on the matter. We have heard from a number of residents, and we thank each of you for taking such an interest in maintaining your community.

Geoff Baker sent a letter to all residents regarding the topic. Unfortunately, this letter contained a number of incorrect statements and assertions and often substituted inflammatory opinion for actual fact. A second letter, sent only to the Board, included mention of potentially requesting a special meeting on the topic.

These bullet points address items in that letter. Following that is our logic for considering the removal of the hollies.

- Geoff's assertion that expensive upkeep is the reason for removing the hollies is incorrect. While it is true that expense helped bring the topic to the table, one who actually attended the meeting would know that the visual appearance of the community is the driving factors. No discussions, public nor private, have pinned removal on cost. Trimming the hollies costs roughly \$6,000 every two years. This represents approximately 0.6% of our annual budget. Cost is not a significant concern.
- The letter indicated we may have received an expensive estimate to remove the trees. As noted in our meeting minutes, we recently had a job from our tree company that cost

\$1,200 less than our tree vendor bid. We take exceptional pride in our relationships with our vendors—relationships that we have built through honest and fair business practices. The estimate to remove the hollies is \$4,500. The cost to trim is approximately \$4800 (every other year). Another estimate came in at \$7000. We do not feel we have received a high estimate—we have received a fair and reasonable estimate.

- Geoff accuses the Board of using an “old marketing ploy” in an effort to “maintain the *appearance* [sic] of being competitive” with the intent to “cut services or quality in hopes it will slide right by its customers.” I think residents would disagree with this statement. The Board has made a number of improvements to the grounds, including *but absolutely not limited to*:

- Trimming of all trees
- Spreading grass seed
- Planting over 15 trees in the last year
- Installing two dog parks
- Installing video surveillance and electronic locks
- Repairing entryway columns
- Removing wallpaper and repainted all entryways
- Repair an unprecedented number of balconies
- Plans to replace shutters and exterior features
- Plans to redecorate club house
- Plans to replace all dumpster areas

We have not cut any services nor have we delivered any service without excellent quality. We are performing well financially, the value of our community has increased, and our image has improved. While we are seeing rises in maintenance costs, they are within expectations and represent an intentional effort to improve the grounds. We are not “unable to maintain the appearance of our community” nor are we “approaching the edge of that slop that descends into the kind of blight we see in other areas of the city.”

The reason the Board is considering the removal of the hollies is due to our concern for the appearance, safety, and integrity of our community. The holly trees have outgrown the buildings. They have spilled over sidewalks, into windows, under foundations, into the parking lot... they are simply not appropriate for the space anymore. They holly trees are home to invasive vines and poison ivy that we have to keep in check. Their proximity to our buildings threatens the building foundations.

At this point three independent landscapers have recommended their removal.

The hard prune Geoff suggested would require cutting deeply into the holly trees. It would take over a year to actually see green leaves on them again. We encourage you to research online to see for yourself.

This is why we have requested your opinion. We understand the decision will change greatly change the appearance of our community forever. We are aware that the trees help block heat and sounds. We must acknowledge the negatives that come with this discussion. The Board feels we are able to mitigate these negatives—specifically by planting more appropriate trees (maybe even smaller hollies), in the empty spaces if the community does not look good following their removal.

I apologize for the lengthy letter but it is critical that we make a complete, factual, and well-informed decision. As always, we are available to hear your thoughts and opinions. We are always willing to have meaningful discussion on the health of our community. And most importantly, we are committed to making Salem Square a place that you can be proud to call home.

Regards,

Robert Hourigan
President, Salem Square Condominiums