

Westbrook Townhomes Condo Association
 Minutes (draft)
 September 1, 2016
 Emergency Meeting of the Board

I. Call to Order at 7:00 p.m. Susan, Phil, Ken, and Marcy present. Paula was excused.

II. Walk through: Susan, Phil, and Marcy walked the property at 5:30. At 7:00 p.m. Ken joined them and they all re-walked the property. After board members walked throughout the property regarding the asphalt striping, the board determined the following:

Lot Bldg	# Req	#Present	Actual Width	MasterDeed Width
1	20	23	9.1	10.37
2	20	23	9	10.39
3	20	20	10.4	10.46
4	20	21	9.3	9.79
5	20	22	9.3	10.35

- a. Marcy moved that All Pro Management advise the contractor to black over, by hand, the 1 & 2 building lot stripes to cover those strips as best as possible and then restripe each building's parking area by an equally divided space for 20 parking spots. Phil seconded. Motion carried.
- b. Phil moved that Buildings 4 and 5 be left as is at this time. Ken seconded. Motion carried.
- c. Marcy moved that President Murphy prepare a response to Dorie regarding building 3 being found complaint within the contract and the master deed and advise of the steps being taken regarding the remaining buildings. Phil seconded. Carried.
- d. All Pro should be told that if the contractor is agreeable to resolve the asphalt striping in this manner, then All Pro may release 1/3 of the contract payment at this time and the remaining 1/3 payment upon approval of the corrections. The Board does not expect any costs incurred for the repair of the work since the contractor failed to follow the instructions of 20 parking spaces per building. If the contractor will not agree to this resolution, then no additional payment shall be made pending a resolution.

III. Discussion regarding common area landscaping: The board decided to advise All Pro Management that the Board does not wish to take on the liability issues associated with an unlicensed person or entity performing work in the common area around building 1. The owner should be told to discontinue.

IV. Adjourn / Next Meeting ended at 8:00 p.m. with next meeting on budget for 6:30 p.m. on Sept 8 at Phil's unit.