

**DILLON PINES TOWNHOME ASSOCIATION
ANNUAL HOMEOWNER MEETING
October 1, 2024**

I. CALL TO ORDER

The meeting was called to order at 6:02 p.m. by Tori Gustafson via videoconference.

II. INTRODUCTION OF OWNERS

Board members participating were:

Tori Gustafson, President, N-3
Kathleen Kelble, Treasurer, N-8
Claire Bochner, Director, S-12

George Harrison, Vice President, S-7/S-8
David Braddock, Secretary, N-5

Homeowners participating were:

Deb Kelly, S-1
Cathline & Floyd Taub, S-10
Susan Harrington, N-2
Leslie Resnick, N-7

Dale Stamp, S-9
Mary & Jon Prouty, N-1
Kelly DeFlieger, N-4
Stacey Dawes N-9

Representing Summit Resort Group were Kevin Lovett and Deb Borel. Erika Krainz of Summit Management Resources was recording secretary.

III. PROOF OF NOTICE/QUORM REQUIREMENT

Notice of the meeting was sent on September 1, 2024. With 13 units represented in person and two by proxy, a quorum was confirmed.

IV. APPROVE MINUTES FROM 2023 ANNUAL OWNER MEETING

Motion: Leslie Resnick moved to approve the minutes of the October 3, 2023 Annual Meeting as presented. Mary Prouty seconded, and the motion carried.

V. PRESIDENT'S REPORT

Tori Gustafson reported that the effort to replace the sewer system and parking lot at the same time is still in progress with the goal of completing the project next summer. It will require a Special Assessment. There are some issues with the roof, as it is 20 years old, which is near the end of its useful life. Temporary repairs will be made to extend the life for about two years prior to full replacement on both buildings. There have been leaks and some of the nails in the decking under the membrane are popping. A metal bar will be welded to the decks with an attached PVC membrane to provide better drainage. Photos will be posted on the website.

Owner questions and comments addressed the following topics:

1. Mary Prouty asked about the cost estimates for the sewer line/asphalt project. Tori Gustafson said one company provided a bid last year but the Board plans to obtain additional bids as due diligence. Multiple companies are working on proposals for completing the project in two phases. The first phase will entail the engagement of a

civil engineer to develop a drainage plan for the repaving, a designer for sewer line layout and the obtaining of permits from the Town of Dillon. Phase 2 will be to provide actual costs based off the design scope of phase 1. The total expense of both phases will be funded through a combination of a Special Assessment and Reserves. The estimate for Phase I is \$30,000 – \$50,000. References will be obtained for the contractors. Montauk, J&G Builders and Empire Works have been approached and have shown interest. Four others were not interested in submitting a bid. The company that is hired will serve as General Contractor to manage the project.

2. Susan Harrington suggested reducing the grade in the north parking lot. Deb Borel said the grade will be addressed. Moving the fire hydrant away from the middle of the parking lot is being considered, but it may be cost prohibitive. Susan also asked for the cost to replace the roof. The cost for the temporary roof repairs is \$16,000 and the rough estimate for the full roof replacement is about \$110,000 for each building.
3. Mary Prouty suggested modifying the landscaping to make it more sustainable and lower maintenance costs.
4. Floyd Taub suggested using screws with rubberized washers to replace the nails that are popping on the roof. David Braddock said the problem in the valleys is larger than a few areas with popped nails. Bars will be installed in the valleys with a membrane patch over them to direct water out of the valleys and prevent accumulation. Loose nails will be addressed during this process.

VI. TREASURER'S REPORT

A. *Year-to-Date Financials*

Deb Borel reported that as of August 31, 2024, the Association had \$4,187 in Operating cash and \$133,535 in Reserves. The Association was operating \$4,108 unfavorable to budget year-to-date. There were overages in Insurance, Snow Removal and Landscape Maintenance.

B. *Approval of 2025 Budget*

The most significant increase to the 2025 Budget was for insurance. The insurance line item in the budget is based on this year's actuals plus 25%. There are also increases to the Management Fee (10%), Snow Removal (5%), Snow Shoveling, Cable TV (5%), Trash Removal and Landscape Maintenance (\$1,000).

Since the 2025 Budget was not rejected by 51% of the membership, it was deemed ratified.

ACH payments will be updated automatically but owners who send in a check or have automatic payment issued by their bank will need to adjust the dues amount effective January 1, 2025.

VII. OWNER EDUCATION

For compliance with new insurance regulations, all gas grills and open flame devices will have to be removed from decks by January 4, 2025. Electric grills will be permitted.

VIII. OLD BUSINESS

A. *Deck Staining*

Owners are asked to stain their own decks and the Association will provide the stain. Any structural issues will be repaired by the Association. Deb Borel will send a reminder email to all owners in April.

IX. NEW BUSINESS/OWNER DISCUSSION

A. *Sewer Line/Asphalt Replacement Update*

This agenda item was discussed under Section V.

B. *Bylaws Amendment*

The Federal Corporate Transparency Act will require all Board members to register with FinCEN by the end of the year. Failure to comply may result in a \$250,000 fine and/or prison time. To ensure all Board members are willing to comply, a Bylaws amendment has been drafted by the attorney requiring registration of new board members within 30 days of joining the Board. Deb Borel recommended hiring Altitude Law at a cost of \$400/year to manage the registration requirement to reduce liability for the Association and Board.

The current Bylaws specify a Board consisting of five to seven members. With only 22 units in the Association, it is difficult to fill seven Board seats so the Bylaws were changed to three to five members.

Motion: Susan Harrington moved to approve the amendments to the Bylaws. George Harrison seconded, and the motion carried.

C. *Electric Vehicle Charging*

Leslie Resnick asked about options for electric vehicle charging. David Braddock said an individual charger can be purchased for \$400 but the electrical system in the building might not have adequate capacity. Stacey Dawes said there is an adapter to enable charging using a regular outlet but the charging process would be very slow. Deb Borel noted that extension cords should not cross the sidewalk due to safety concerns. The Board will discuss this matter further at a future board meeting.

D. *Vents*

Stacey Dawes said they had voles in the crawlspace in the spring. There are make-up air vents for most units on the parking lot side of the buildings. The pest control vendor mentioned that some vents are covered with dirt, which may facilitate access by voles. The vents should be uncovered to provide air flow.

E. *Contractors*

Stacey Dawes requested posting of a list of recommended vendors on the website. Deb Borel said she would prefer that owners call her for recommendations.

F. Owner Directory

Susan Harrington said she started a list with owner contact information a few years ago. Owners interested in being included should contact her.

X. ELECTION OF DIRECTORS

The terms of all five Board members expired and all were running for re-election. There were no other nominations from the floor.

Motion: Floyd Taub moved to re-elect all five incumbents by acclamation. Deb Kelly seconded, and the motion carried.

XI. SET NEXT MEETING DATE

The next Annual Meeting was set for Tuesday, October 7, 2025 at 6:00 p.m. via Zoom.

XII. ADJOURNMENT

The meeting was adjourned at 7:05 p.m.

Approved By: _____ Date: _____
Board Member Signature