

**Foxboro Coventry Towns Homeowners Association  
Management Committee Meeting**

<b>Meeting Purpose:</b>	Management Committee Meeting		<b>Prepared by:</b>	Donald Lowry	
<b>Meeting Date:</b>	12/21/2009	<b>Meeting Time:</b>	5:30 PM	<b>Location:</b>	HOA Clubhouse

**Meeting Attendees**

- Donald Lowry, Richard Dyson, Shana Latturmer, Matt Klein and Jesse Montgomery

**Meeting Minutes**

**Visitor Parking Rule Discussion**

The homeowner, who was informed that the Management Committee (“the Board”) would meet with them (at tonight’s meeting) to discuss their concerns with respect to the visitor parking rule, didn’t show up for the meeting. The board will now consider this issue closed.

**Snow Removal Services**

Since the amount of snow that accumulated with the last two (2) snow storms was less than 2”, Donald discussed with the board their position on requesting snow removal services not covered under the existing contract, specifically plowing/salting the streets when the snow fall accumulations is less than 2" measured, or when services are requested before the storm has completed its course. The board agreed that requesting snow removal services not covered under the existing contract will be considered on a case-by-case basis, and that Donald would make the decision without board approval. Below are the prices provided for the services not covered under our existing contract?

- Snow plowing/salting of streets \$150
  - o Salt is \$10 per bag/most of the time 10-15 bags are used
- Hand shoveling at \$35 per man per hour

**Delinquency Update**

Donald provided the board with an update on a few of the delinquencies. The update was as of December 18, 2009.

**Planning for the Election of a New Management Committee**

Considering the boards’ term will expire in July 2010, along with the uncertainty of any of the existing members running for re-election, the board discussed what planning needs to begin to ensure a smooth transition of the responsibilities to a newly elected board. Some of the things discussed were: (1) ensuring an understanding of the commitment to serve on the board; (2) the costs associated with transitioning the responsibilities the board is currently performing with respect to managing the day-to-day operations of the community to a property management company; and (3) the pros/cons on any decision the board will make prior to the election of a new board. The board will continue their discussions/planning as part of their 2010 meetings.