

**CABOTS POINT CLUSTER ASSOCIATION
BOARD OF DIRECTORS' MEETING
September 23, 2014**

A meeting of the CPCA Board was called to order by President John Norton at the home of John Hills on September 23, 2014 at 7:00 PM. Attending were Board Members Steve Cristofar, Gary Caley, John Hills, John Norton and Mike Norvell.

New Business

- No new business.

Old Business

- Minutes from Board meeting from July 15 were approved.

Treasurer's Report

- Multiple bills were paid in August and September from landscaping activities. Annual \$12,800 contribution to Reserve Fund was made in September 2014, into a new 3-year CD @ 1.67%, bringing Reserve Fund balance to \$74k, with \$23k remaining in checking.
- Transfer fee for mini-dock fee has been paid.
- Financial review was completed and showed no issues. Will be posted to the Cluster website.

Ground Supervisor's Report

- Work Completed
 - Tier 1 and Tier 2, Merrifield performed landscaping on island on Tier 2 and corner of Tier 1, Board members and volunteers are watering the plants (Bill Kelly and Rachel Muir).
 - Tier 3, 30 feet of stones added to drainage swale to supplement dispersion of water during storms.
 - Tier 3, 20 feet of sod was added above the storm drain to help with storm drainage.
 - Tier 3 down to Tier 4, stepping stones have been repositioned, adding dirt and mulch.
- Planned Work
 - Steve found a tree retailer that has a special (until November 15) including planting and delivery of 5 Norway Spruce trees - 6-8 feet for \$1,000. He will, in the next few weeks, drive to pick the trees and work with company to have them planted at designated areas around the Cluster. Board had previously approved this expenditure.

- Potential Future Work
 - Mike received estimate from Merrifield for \$350-\$400 for pruning of crab apple tree and viburnums bushes on Tier 1. Steve volunteered to get another estimate so the Board can follow up.
 - Mike noted several areas around the cluster including large flower beds along the lakefront are being overgrown with weeds. Suggested continuing consultation from landscaper to provide recommendations.
 - Board discussed opportunities for removing weeds and cleaning various cluster areas during off season.
 - It was noted there is an issue with drains between Cabots Point and Owl's Cove. Riprap has washed out, and is now washing out drainage area. It is RA responsibility, Mike will continue to raise.
 - Board will hold off until determination is made of remaining budget before committing any new funds to work.

Road Sidewalk and Homes

- Sidewalks
 - Three estimated have been obtained for sidewalk work including curbs and gutters, from Dominion, New 5 Star and Portugal. The estimates were fairly competitive, from \$7,525 to \$8,512.
 - Board voted to approve Dominion, given their proven track record of providing good support to the cluster. John N. to follow up and schedule work.
- Homes
 - Steve presented Enviroshake cedar shake alternatives to the Board. Both Steve and John N. looked at homes with Enviroshakes installed. Steve noted look was very similar to a patina Cedar roof. John noted there was only a slight difference. While similar in cost to install, Enviroshake claims long-term costs are lower. More durable, fire retardant and insect and mildew resistant. Board agreed to continue to look into the product.

Social

- Gary discussed a progressive dinner, date TBD.

Open Comments

- **Next Meeting** - Scheduled for Tuesday, October 21, 2014 at the home of Gary Caley.
- Complaint received about residents parking in driveway. John N. to follow up with residents.

Meeting was adjourned at 8:15 pm.
Minutes Submitted by John Hills