

Burnt Tavern Association Annual Mtg. Agenda

Date: July 28, 2021

Time: 4:00 PM Zoom Conference Call

Old Business

1) Pinnacle Property Mgmt. Introduction

2) Metro Transfer of Data

3) Current Board

- **President** - Joseph Saliola
- **VP** - Peter Alvarado
- **Board of Trustee** - Nick Valla

3) Recap of Major Work Performed

- **Roofs**
 - Leaky roofs fixed in multiple locations.
 - Roofs - replaced 26 & 4 more scheduled.

- **Plumbing & Heating**
 - Major water main break-Coventry Ct. - Replaced hydrant on Newport Ct.
 - 26 & 28 – snaked line to sewer - 98 Northrup – cleaned gate & drain
 - Winterized club house - 35 New Port Ct. – snaked line
 - 70 & 72 Northrup – snaked lines - 35 Northrup – snaked line
 - 54 Northrup – snaked line - 139 Northrup – snaked line
 - 121 & 127 – clean out to main line - Bldg.19 Northrup–snaked main sewer line
 - Bldg.3 Northrup cleaned out sewer line - 18 & 20 Northrup - cleaned to sewer line
 - 108 Northrup cleaned washer line - 57 & 59 Northrup – snaked line
 - 37 Brandywine – snaked sewer line - Central & Chatham – cleaned drain out
 - Snaked main line – every 4 months - 57 Northrup – emergency service call
 - 6 & 8 Northrup – cleared line to main - 134 Brandywine – replaced valve
 - 33 Chatham – replaced valve - 114 Brandywine – replaced valve
 - 103 Brandywine – replaced valve - 413 Central – snaked to main
 - 90 Northrup – main clean out - 97 to 111 Brandywine – cleaned out
 - 98 Northrup – cleaned grate at lake

- **Landscaping**
 - Changed Fertilizer Company, saved money and increased to 5 treatments.
 - Clean-up trash at the dumpsters
 - Pruned multiple trees
 - Seeded in certain areas
 - Various trees trimmed at the property

- **Decks**
 - Replaced 4 decks & repaired 2
- **General Maintenance**

<ul style="list-style-type: none"> ○ 22 & 24 Newport – replaced 2 gang meters ○ Fixed many light fixtures ○ Reattached fascia ○ Sealed roof leaks ○ 114 Brandywine–installed new hose bib ○ Installed new flood light ○ 69 Brandywine-fixed siding water infiltration ○ 3 Northrup-cleaned gutters ○ 61 & 143 Brandywine-cleaned clogged leader ○ Brandywine-replaced 2 motion lights ○ 120 Brandywine-removed tree & cleaned area ○ 39 Brandywine-replaced motion light sensor ○ 96 Northrup-installed new fascia & painted ○ Installed multiple dryer vent covers ○ Cleaned out lily pads for lakes 	<ul style="list-style-type: none"> - Cleaned gutters - Sealed chimney cap - Repaired Central gate - Sealed sliding glass doors - 2 Foxwood-replaced clean out caps - 35 Brandywine – sealed roof leaks - 103 Northrup - re-pitched gutter - Installed 3 parking signs - 144 Brandywine-replaced fascia - Installed dryer vent covers - Cleaned dumpster area - 86 Northrup - replaced fascia - Cleaned out storm drains - Basketball Ct. - backboard & rim - 2 Foxwood - rebuilt catch basin
<ul style="list-style-type: none"> ○ 11 & 15 Northrup-installed fascia & gutter ○ 75 Brandywine-replaced siding 	<ul style="list-style-type: none"> - 96 Northrup - replaced siding

New Business

1) Trash Pick-up

- Amandine spent a lot of time with the town and secured an extra pick-up that tremendously helped clean-up at Burnt Tavern.

2) Pool 2022

- The pool will be open in 2022 under today existing regulations.
- The pool is being serviced this year to fix any issues i.e. pool cover.

3) Elections

- Spring Meeting

4) Insurance Requirements

- Antennae clean-up.
- Barbecues removed next to buildings.
- Replace all signs on the property.
- Parking lot repair.
- Re-stripping all yellow fire lanes.
- Sidewalk repairs.
- Repairs to tennis and basketball courts.

5) Miscellaneous

- **Towing Cars**

- Pinnacle towed cars that have been abandoned and parked in the lot for years.