



The Willows of Marlborough
Meeting #91 – January 15, 2025
VIA Zoom 6:00pm

Attended:

Maureen Ruane	Ruane Property Management	Maureen@ruanemanagement.com
Matthew Veilleux	Ruane Property Management	matthew@ruanemanagement.com
Andrew Tsou	Trustee	andrewtsou@gmail.com
Ed Barry	Trustee	eddiebarry@msn.com
Ryan Davis	Trustee	ryandavis25@icloud.com

Meeting Highlights:

- Ruane Management has a new address: 100 Grove St. Suite 302, Worcester, MA 01605 The P.O Box is no longer in use
- Willows has completed the mailbox installation and keys have been passed out to all residents. The new boxes include outgoing mail and parcel boxes to keep packages safe.

Next Meeting Date

February 19, 2025

Unit Owners Welcome to join at 6:30pm

use meeting room link below to attend:

<https://tinyurl.com/yc6crhs7>

Old Business:

90.1 **Budget**

Budget that was previously mailed to residents was discussed and fees will be level funded for 2025. This means there will be no increase in fees.

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90.2 Window Replacement

Trustees have researched and found a reliable contractor and pre-approved windows for homeowner reference for when they want to replace their windows. The contractor's name is Boston Window Door and Siding, and the window manufacturer is JB Sash & Door.

90.3 Trustees

There was no election, and Ryan Davis volunteered to serve another term as trustee. Ryan was appointed.

New Business:

91.1 **Spring Walkaround**

Spring walkarounds with management, Elliott Tree, and a window contractor is planned as temperatures begin to rise.

91.2 **Board Approvals**

Board approvals require engineering specs for any projects that require board approval. Please submit the correct documents including engineering specifications when looking for board approval.

Friendly Reminders:

2.2 Dryer Vents

It is important that the dryers be vented properly. Dryers that are not vented properly create a safety hazard for everyone. The lint build up could cause fires and the dryers venting into the garage can cause mold, eventually causing air quality issues. At this time, the Trustees are asking residents to please conform to the guidelines stated above and to take the necessary actions to make certain your dryer is vented properly.

Please be sure to have your dryer vents cleaned and make sure they are venting properly. A trustee had an excellent experience using Amazon Home Services.

Children playing

Children are members of this community, and everyone realizes that they need to have the ability to play outside. Children need to show respect for the property, people's personal items and the neighbors in the community. We also ask all residents to use caution when driving on the property.

Trash Barrels

Please remember to store your trash barrels in your garage. The containers are to be placed at the curb the morning of a scheduled pick up and removed the same evening. Please refrain from placing your trash containers outside the night before pick-up.

22.3 Willows Website

RPM has created a website for The Willows through RPM's webpage. The Willows website includes information such as current condo documents, insurance policies, meeting minutes and notices. You can also submit a work order request through the new website. To log into the new website, please go to

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<http://www.ruanemanagement.com>. At the bottom on the home page, click on “Ruane Management Client Login.” Choose Willow of Marlborough and enter password Broadmeadow.

47.3 Septic Issues

It is very important that we all make sure not to flush anything other than toilet paper. During a recent service call it was discovered there have been large amounts of Feminine products and paper towels being flushed. Please be aware that all unit owners are responsible for the line that goes to the main and any issues associated with Septic line typically result in large fees to repair and are at the expense of the unit owner.

53.1 Dog Walking Policy

Members of the community have inquired with RPM if the dog walking policy could be modified so that dogs can be walked on the Willows property. It was discussed, but ultimately it was unanimously decided that the current policies will remain. As a reminder, unit owners will be fined if their pets are not picked up after and/or not appropriately walked off property. The common areas are for all to enjoy and should not be littered with dog feces.

53.2 Parking

On-street parking spots are for guest use only. These spaces are to be used for guests if your driveway and/or garage cannot accommodate the guest’s parking. Unit owners are not to park in the street overnight. There has been reports of cars being parked in the fire access road and around the end of the circle. The ENTIRE circle is a fire lane and there is to be NO PARKING. Additional signage will be installed in the spring. It is IMPERITIVE that you follow parking rules especially in the winter. Illegal/improperly parked cars are subject to snow damage and/or towing.

57.1 Bird Feeders

Birdfeeders will no longer be allowed on the property. If you wish to continue to have a bird feeder, please submit a request to RPM to obtain permission and to discuss its placement. Hummingbird feeders will be allowed under strict guidelines. If you wish to have this type of feeder, please contact RPM. Other feeders are not permitted.

75.1 Parking on Trash Day

Please DO NOT park on the street or median on trash days or the night prior. It makes it very difficult for the trucks to pass and pick up the trash in a safe and efficient manner.

77.2 Water Consumption

Just a friendly reminder to be mindful of your water consumption, not only is it environmentally conscious to do so, but it also helps with The Willows bottom line. Sometimes even checking that your toilets and faucets are in proper working order can help reduce total usage.

82.1 Approvals

The board of trustees is comprised of volunteers within the community. Each approval process is thoughtfully discussed, and an informed decision is made based on the information presented by the licensed and insured

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contractors. As building code changes at the local and state level, elements within units and occasionally in the common areas need to be modified. These approvals are made based on the current code regulations in place. All work that is done within a unit should be completed by a licensed and insured contractor and all inspections completed at the end of a project. Permits and inspections are required with the Town for certain projects that relate to changing gas, electric, etc. Should you have any questions, need assistance or further clarification, please contact RPM.

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meeting room link below to attend:**

<https://us02web.zoom.us/j/89681564684?pwd=eU1ZclB6Qjg5Nk9DYVJwR2lvTVlEdz09>

Respectfully submitted,

The Willows of Marlborough
By Ruane Property Management LLC its Agent



Maureen Ruane
Property Manager