



2026 Annual Meeting Minutes

Fountain Hill Condominium Association, Inc
Thursday, September 17, 2026 • Scheduled start 7:00 p.m.

1 Call to Order and Attendance

Bill Collins called the meeting to order at 7:06 p.m. Victor A. Bolden served as secretary. A quorum was reported. The attendance record lists 9 of 16 units represented, 9 attendees present directly, and 2 proxies.

Attendees were Ruben (420B), Rohen Shah (414B), Bill Collins (416D), Victor A. Bolden (414A), Ken Clark (408D), Karin (412B), Roxy Buda (420A), Jazzminda Acevedo (416C), and Catherine (416B).

2 Prior Meeting Minutes

Jazzminda Acevedo moved to approve the June 18, 2026 minutes. Rohen Shah seconded. No corrections were recorded, and the minutes were approved unanimously.

3 Roof Project Closeout

Motion. Jazzminda Acevedo moved to accept the roofing project as complete and close it out. Rohen Shah seconded.

Discussion. Owners reported no leaks to date. Some owners raised concerns about gaps around the interior skylight frames. The gaps were described during the discussion as cosmetic and related to the upgraded window technology. Interior cosmetic finishes had been excluded from the project to control costs and avoid potentially extensive popcorn ceiling removal, sheetrock replacement, and painting. Insulating foam, caulking, or quarter-round trim were discussed as possible remedies, depending on the size of the gaps.

Result. The motion carried, with 9 in favor, 0 opposed, and 0 abstentions.

4 Owner Comment on Old Business

No comments were recorded.

5 New Business

A Treasurer Report and Budget

Motion. Roxy Buda moved to ratify the proposed FY 2026–2027 budget for November 1, 2026 through October 31, 2027, as distributed for the meeting, with total monthly common charges remaining \$675 per unit, inclusive of the existing assessment payment. Jazzminda Acevedo seconded.

Discussion. Rohen Shah presented the budget. Bill Collins explained that maintaining the monthly common charge at \$675 would leave a projected shortfall of approximately \$8,000 because of increased costs, including insurance, utilities, and trash removal. Supporting detail was referenced in the meeting packet. He stated that the budget fully funded a 10% reserve contribution, which he described as required by mortgage companies, and that reserves could cover the shortfall if needed.

Result. The motion carried, with 9 in favor, 0 opposed, and 0 abstentions.

B Governing Document Review and Later Vote

Motion. Bill Collins moved to receive the proposed Amended and Restated Declaration, Bylaws, and Schedule C updates for owner review and direct the Executive Board to arrange a separately noticed owner vote after the required review and notice, followed by filing with the state. The motion does not adopt the proposed amended restatement. Victor A. Bolden seconded.



Discussion. Bill Collins stated that the governing documents, bylaws, and policies had not been updated since 1987 and that outdated language and missing policies had complicated resale documentation. He explained that attaching Schedules A–G to resale certificates was cumbersome and confusing. He had consolidated the schedules into the governing documents and incorporated updated language and recommended or required policies. He asked Association members to review the documents and identify corrections or proposed changes. He planned to circulate further information within the next couple of weeks. He stated that the final documents would require approval by two-thirds of the members and filing with the State of Connecticut.

The proposed restatement was not adopted at this meeting. Members will vote by ballot after the required two-week review period.

C EV Charging Station Policy

Motion. Bill Collins moved to receive owner comments on the proposed EV Charging Station Policy and Application Addendum and recommend that the Executive Board consider adoption of the policy, application, and owner agreement after the required rulemaking notice and comment process. Victor A. Bolden seconded.

Discussion. Bill Collins stated that the State recommended developing an EV charging station policy and an application process for owners wishing to install a charging station in their garage. He provided a draft policy and process documentation for review and an eventual vote in October and invited members to recommend changes. During the discussion, it was stated that all policies would require approval by two-thirds of the members and filing with the State of Connecticut. The proposed EV Charging Station Policy was not adopted at this meeting. Members will vote by ballot after the required two-week review period.

D Election of Directors and Board Organization

Four seats on the Board of Directors were to be filled. Bill Collins moved to open nominations, and Victor A. Bolden seconded. The nominees were Bill Collins, Rohen Shah, Victor A. Bolden, and Roxy Buda. With no further nominations, nominations were closed.

Result. The motion carried, with 9 in favor, 0 opposed, and 0 abstentions.

Following the election of directors, the Board organization and listed terms were approved unanimously:

- Bill Collins — President, 2026–2027
- Victor A. Bolden — Secretary, 2026–2028
- Rohen Shah — Treasurer, 2026–2029
- Roxy Buda — Vice President, 2027–2030

E Capital Improvement Plan and Exterior Project Planning

As the final item of New Business, owners discussed Siding Phase 1, Painting Phases 3 and 4, and the updated Capital Improvement Plan, including timing, colors, and siding options.

Motion. Victor A. Bolden moved to approve the Capital Improvement Plan 2026–2044 distributed for the meeting as the Association’s planning framework. The approval does not independently authorize a special assessment or an expenditure beyond previously approved funding; any additional authorization must be separately presented with the required notice. Rohen Shah seconded.

Result. The motion carried, with 9 in favor, 0 opposed, and 0 abstentions.

Motion. Victor A. Bolden moved to direct the Executive Board to obtain and present comparable, itemized proposals for Siding Phase 1 and Painting Phases 3 and 4, including scope, timing, color and material options, and a funding proposal, for any further authorization required before commitment. Rohen Shah seconded.

Discussion. Bill Collins stated that a building committee planning session would be needed for siding. Ken Clark suggested that siding might be more economical than painting over the long term, noting that painting now costs



more than \$25,000 per building. Participants noted that the capital plan could be adjusted as needs and finances change and that the existing loan is scheduled to be paid off in 2031.

Result. The motion carried, with 9 in favor, 0 opposed, and 0 abstentions.

6 Owner Comment on New Business

Ken Clark suggested using a communications app to help owners communicate more efficiently. Band and GroupMe were discussed. Owners expressed interest in Band, and Ken agreed to circulate information. Bill Collins agreed to send a membership directory to all residents.

7 Action Items

- Ken Clark — circulate information about the Band communications app.
- Bill Collins — distribute the membership directory to all residents.
- Executive Board — arrange the required review, notice, and owner vote on the proposed governing-document restatement.
- Executive Board — complete the required notice and comment process for the proposed EV Charging Station Policy and related documents.
- Executive Board — obtain comparable, itemized proposals for Siding Phase 1 and Painting Phases 3 & 4.
- Association counsel or the Executive Board — verify the applicable approval thresholds and state-filing requirements before final action.

8 Announcements

No announcements or next meeting date were recorded.

9 Adjournment

Roxy Buda moved to adjourn, and Ruben seconded. The meeting adjourned at 8:00 p.m.

Result. The motion carried, with 9 in favor, 0 opposed, and 0 abstentions.

10 Approval Status

Approved at next meeting

Secretary

Prepared by *Victor A. Belden*

September 17, 2026