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Brighton Heights Condominium Association Meeting
Wednesday, May, 13, 2026, at 6:00 p.m.

Meeting Minutes:

Call to Order – 6:11 p.m.

Attendance – Units: 1, 2 (with 7's proxy), 3, 4, 9

Reading of Minutes – accepted as read

Treasurer's Report – please refer to the attached report(s) provided by the Treasurer

Tabled Items

Old Business

- VIA EMAIL VOTE on 01/21/2026 **Elle** Motions to impose a $50.00 fine per 24-hour period for any resident of Brighton Heights who parks in a designated guest parking space. This policy applies to residents only and not to guests. The fine(s) must be paid within 30 days. The owner or property manager is responsible for collecting the fine and paying the Treasurer directly. Unit 7 seconds, followed by Units 8, 2,3, & 4. **Motion passed with majority YES Votes.** *See emails dated 01/22/26 – 01/23/26 fmi.*

New Business

- Options for Earning Interest on our Capital Reserves. **Bill** motions to move $20,000 of our capital reserve funds to a CD with 5 Months 3.30% Rate with an APY of 3.35% at Skowhegan Bank. Unit 4 seconds the motion. Units 2 (w/ 7's proxy), 3 & 1 all vote YES. Motion PASSED. **Bill** will email Skowhegan Bank contact and cc BHCA's Board to process this action.
    - Along the same lines, **Erin** will inquire with Camden Bank as to possibly moving money from BHCA's savings into a high yield savings account such as Wealthfront.

- TR Tripp Estimate to remove squirrel in Unit 6 attic and screen in all 6 louvre vents on Bldg 2. Total cost $2,360. **Lindsey** motions to hire TR Tripp with $1460 in funds being paid by the association, and a $100 special assessment to be paid per unit. **Special Assessment DUE TO TREASURER BY JULY 1, 2026**. Unit 3 seconds the motion. Units 9, 1, & 2 (w/ 7's proxy) all vote YES. Motion PASSED. **Lindsey** will forward Elle the Service Agreement to sign as Association President and email that to TR Tripp and provide TR Tripp's proof of insurance to BHCA Treasurer and President. **Lindsey** will facilitate and communicate with TR Tripp and Unit 6 to get this project completed.





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- WEAVS Landscaping 2026-2027 contract. New monthly cost is $456.75 (up from $435). Lindsey motions to hire WEAVS Landscaping for another year based upon the attached contract. Unit 9 seconds the motion. Units 3, 1, & 2 (w/ 7's proxy) all vote YES. Motion PASSED. **Lindsey** will forward Elle contract to sign as Association President and forward to Josh.

    - **Bill** offers to cut back shrubs in question from last fall that WEAVS would have charged extra for. **Lindsey** will email Bill pictures she sent to Josh, taken by Becky as to what needed cutting back.

- Unit 3 tenants moving out end of July – this means the "Guest" spot under pine tree on the right (closest to Unit 3s designated two parking spots) will go back to being a "Guest" spot. This also means the Association will not be receiving $100 / month as was the deal and payment for Unit 3 to have and use that "Guest" spot as a "Tenant" spot.

- Pothole at "apron" of roadway and driveway. **Lindsey** will see who/where to call in the City of Portland to get this filled.

Next Meeting – TBD.

Announcements – Unit 3 will have new tenants in August 2026

Adjournment – 6:54 p.m.

