

WALDEN WOODS
BOARD OF DIRECTORS MEETING MINUTES

MEETING DATE: Aug 28, 2019

STATUS OF THESE MINUTES: Draft (09/9/19)

ATTENDANCE:

Directors in Attendance: Sikora, Palladino, Boccuzzi, Lawson (left at 7:47), Raupach, Webber, Jones, DeMarco, Towers, Onessimo (arrived 7:00)

Directors Absent: Jagadeesan

Elite Property Management Representative: Chris Kohnle, Property Manager.

1. CALL TO ORDER:

Director Webber called the meeting to order at 6:58 PM.

2. APPROVAL OF THE PRECEDING MINUTES:

After some discussion of the minutes, a motion to accept the minutes with corrections, was moved by Director Sikora, seconded by Director Raupach. Motion to approve preceding Minutes passed 8 yes 2 abstain (Towers and Onessimo).

3. FINANCIAL REPORT: Director Boccuzzi presented the financial information that was provided to the Board by Elite, briefly summarized the financial status of the Conservancy, as well as, the various Councils.

The Conservancy	Current Year	\$532.75
The Village	Current Year	\$17,728.79
The Ridge	Current Year	\$4,918.57
The Duplex	Current Year	\$503.82
The Townhome	Current Year	(\$2,180.92)

4. MANAGER'S REPORT:

- a) Inspection Reports: The siding issues in duplex are being resolved. Damage to deck boards are due to the fact that, when built, the decks were either not to code or poor materials were used.

- b) Landscape Projects: For continuity, the presentation by Brightview will be included here but it started the Meeting.

Representing Brightview were Account Manager, Joe Jones, General Manager, Kevin Salters, and Branch Manager Dave Palmer. Kevin Salter spoke regarding the delay of service being a direct result of a very wet Spring and a very hot and dry July. Hydropro, who provides sprinkler service, was delayed in their completion of work but did complete their work as planned. Mr. Salter was asked about the amount of supervision on the property and he explained that there is approximately 3 hours of supervision between Joe and Mark, to keep maintenance crews on task throughout the day, but that Mark (who directly oversees the crew) has been working for only the last several weeks and that they are hoping to see improvement in the crew and in the amount of work completed. Mr. Salter also addressed the lack of pruning of certain shrubs and trees and explained that due to the weather in the Spring, some trees budded or bloomed late in the season and the crew are restricted from pruning or trimming at those stages. The next phase will be a September or October trim or prune. It was brought to Brightview's attention that the ponds had been overlooked and there was weed whacking had not been done. Mr. Salter said that those areas would be addressed. When asked if the Walden's Woods property could be showcased as an example of Brightview's work, Mr. Salter stated "Absolutely, with conversations about certain areas." The areas in question are areas which have poor irrigation or require reseeding. There was concern with how long it took for mulching to occur to which Mr. Salter explained that they are utilizing less trucks requiring more visits. Mr. Jones will address the pillars at the Walden Meadow entrance by minimizing the amount of mulch and making certain that those and other mulched areas are properly weeded. Mr. Salter stated that a 3 year contract has been presented to Elite. Mr. Palmer added that as a good will gesture, the 12+ acres of property, serviced by Brightview, would be over-seeded and aerated to address the turf issues which have developed over the summer. This would be done in the fall without additional charge to the Conservancy or the Councils involved, regardless of the contract. Director Webber thanked the Brightview representatives for their time.

Following the presentation, a MOTION to accept Brightview's Goodwill offer to over-seed and aerate the 12+ acres of Walden Woods property was brought by Director Webber and seconded by Director DeMarco passed unanimously. 9 yes (Director Lawson was absent for the vote)

- c) Budget workshop: The workshop was a success and an additional meeting will be held in October, the date TBD. Mr. Kohnle requested that if anyone had budget issues to address, to contact him with those concerns. Contact your Council representative for additional budget details.
- d) Document Revision/Updating: Rules and regulations were not included in the Attorney's quote, those estimates will be included in the September packet.

- e) Reserve Study: The walk thru was delayed but a draft is expected for the September Board Meeting.

5. UNIT OWNERS FORUM

Ruth (Village)- asked for the process that owners have in reviewing Declaration updates. Notice and Comment are the procedures.

Craig (Pond Ridge) – regarding Council issues, he requested his contact which is Director Onessimo. Craig was referred to the Town of Windsor site “See, Click, Fix” regarding potholes on the town road.

Theda (Duplex)- melting siding may be the result of lasering from her window to the neighbor’s property. She suggests a film fix that would not change the appearance of her home. Mr. Kohnle will look into the film, but is researching other options.

Jill (Woodmoor)- she complimented Mr. Kohnle on his diligence with the property. She wonders if there is a way to put more pressure on non-compliant owners who neglect their property.

Peter (Village)- requests that monthly Committee Meeting reports be posted and that the Board needs to discuss Committee issues more. He also feels the Standards Committee should have a separate line on the agenda.

Russell (Village) – spoke regarding Brightview’s neglect of the ponds, such as the weed whacking. Also, there is a beaver in the pond that has built a dam making the water level rise. He also addressed the water cost and suggested that a pump and filter system from the irrigation pond may decrease water cost and usage.

UNFINISHED BUSINESS:

- a) 2019/2020 Goals – a brief discussion regarding documents, reserve study and attorney

6. NEW BUSINESS:

- a) Political signs – Attorney Perlstein is reviewing rules after which documentation will go to Standards. This information will be further discussed at the September Board Meeting.
- b) Pool – Key fob rules will be tabled till the September Board Meeting.

c) **Legal Notices** – Notices are emailed or mailed with 10 days notice

7. COMMITTEE REPORTS:

Standards Committee – Discussion regarding windows in the Conservancy. Standards will also be reviewing video doorbells. Document history will be researched regarding a doorbell placement issue on Knollwood North.

8. EXECUTIVE SESSION:

none

9. NEXT BOARD MEETING: Wednesday, September 25th, 2019

ADJOURNED: There being no additional business, the MOTION to adjourn by Director Palladino and seconded by Director Boccuzzi was Unanimous at 8:38pm

Respectfully Submitted by,
Robin Daly, Minute Secretary (Non-Member)
Approved by Secretary Marlene Towers (9/9/19)