**WALDEN WOODS**

**BOARD OF DIRECTORS MEETING MINUTES**

**MEETING DATE**: August 30, 2023

**STATUS OF THESE MINUTES**: Final

**ATTENDANCE:**

**Directors in Attendance:** Bocuzzi, Schuck, Robertson, Henry, Jones, Onessimo, Bernier (Holcomb *representing Duplex)*

**Directors Absent:** Moffa, Yalamanchili, Devlin, Dostal, Laliberte

**Elite Property Management Representative**: Chris Kohnle, Property Manager.

1. **CALL TO ORDER:**

Director John called the meeting to order at 7:02 PM.

1. **APPROVAL OF THE PRECEDING MINUTES:** Minutes from the July 26, 2023 BOD Meeting, were reviewed with no changes. John motioned to approve the minutes. Gordon and Brian seconded the motion. Remaining Board were in favor and approval of minutes. None opposed.
2. **FINANCIAL REPORT:** Financials as of July 26, 2023, were reviewed by Tom.
3. **PROPERTY MANAGER’S REPORT**
   1. **Summary of Property Manager on-site activity:** Summary of all site visits start on page 16 of BOD Package.

Chris met with Butler on-site every other week.

23 Last Leaf has been completed and paid out

13 Haskins has been completed but not paid out yet

Chris and John met with ESC to review pool gate work options. ESC replaced nonworking part but all memory was gone. Reprogramming all the FOBs is not a good strategy as this is a re-ocurring issue. Discussion ensued about giving out keys but tracking keys would be difficult. There was discussion on a new system which would entail digging under ground to put a low voltage wire. This system would be a powered sourced system and not battery operated. Cost would be $9,000. There is no longer warranty on current system. New FOBs would be distributed. ESC believes that this system will suite our needs the best and can handle the different elements of the weather.

It was requested that ESC give 3 of their current customers who are using this Low Voltage System for at least 3 years.

Pool will be closed September 15, 2023.

* 1. **Pending services Power Washing, Tree Work, Gutters, Decks:** Chris met with Titan Construction regarding Duplex Deck project.
  2. **AAI status:** Closed 8 AAIs this month. Four more were added which brings the total to 16.
  3. **Deliquent fees:** Currently there are 5 Units in collection. Nine units make up the bulk of fees and fines. Nineteen thousand is owed but $11,000 of the $19,000 is composed of fines and late fees.
  4. **Budget 2024:** First draft of 2024 Budget is being held off until the new snow/landscape contract decision is made.

1. **UNIT OWNERS’ FORUM –** Unit Owners were given opportunity to address the Board with thoughts and concerns.
2. **UNFINISHED BUSINESS:**
   1. **Conservancy Goals/Project 2023:**

An updated quote for the Walden Meadow Ravine Vines was enclosed in the BOD packet.

The pool repair was delayed because of the summer heat. It will be repaired after the pool closes on September 15, 2023.

* 1. **Vote on Landscaping/Snow Removal Contractor:** Bill’s Landscaping pulled their proposal as Bill felt his company could not do a better job than Butler.

It was recommended that we stay with Butler but with some major contingencies in the contract such as stop time, repair damage and a financial performance clause stating that if work is not completed or done as expected, finances will be withheld. Roland made a motion to accept Butlers proposal. Gordon second the motion. Bill opposed. No obstentions.

* 1. **ZOOM Options – Communications Committee:** Moving forward, all committees will be responsible to have their own Zoom options or meet in person.Peter’s Zoom agreement has ended in September and no one came forward to manage a Zoom agreement for Walden Woods Committees.
  2. **Meeting House Upgrades:** Previously theBoard approved $3,500 for furniture and up to $3,500 for appliances. Committee received several flooring quotes along with countertop quotes. There was also a quote for painting. It was recommended that a few more quotes for painting be gotten. In order to do a complete renovation of the meeting house, the cost will be between $19,750 and 21,900. John motioned to approved an additional $14,750. Louis seconded the motion. All were in favor. No one opposed and no abstentions.
  3. **Tennis Court Repair & Conversion to Pickle Ball:** The Board has a quote from both Hinding Tennis and Classic Turf. A third one was obtained by Mountainview Landscape. Mountainview will not participate unless they have professional blueprints and engineer specs. This project is reserved for 2024 but it would be benefical for approval of this project to be completed this year as that would put this project on the calendar for 2024 with voted company.

1. **NEW BUSINESS**
   1. It was recommended that the September 27, 2023 BOD Meeting be moved to October 4, 2023 so Chris can attend a Conference.
   2. New Business to discuss – John proposed that Walden Woods become a member of CAI CT (Community Association Institute of CT). Membership cost is $305 per year and allows 15 Directors to be members. John motioned to join CAI CT. Louis seconded the motion. All were in favor. None opposed and no obstentions.

It was recommended that when the pool has the sealant applied, Walden Woods should have on file the type of sealant that is being used.

1. **COMMITTEE REPORTS:**

Included in Board Packet

1. **EXECUTIVE SESSION:** The following reports were reviewed and discussed: Delinquent, Attorney Status and Correspondence.
2. **NEXT BOARD MEETING**: Wednesday, October 4, 2023, at 7:00 PM.
3. **ADJOURNED**:

Board of Directors Meeting was adjourned at 8:37 pm

Executive Session Meeting was adjourned at 8:50 pm.

Respectfully Submitted by,

Regina Sanchez