

WALDEN WOODS
BOARD OF DIRECTORS MEETING MINUTES

MEETING DATE: February 23, 2022

STATUS OF THESE MINUTES: First Draft (3/1/2022)

ATTENDANCE:

Directors in Attendance: Dostal, Onessimo, Schuck, Bernier, Rosario (arrived at 7:15 PM), Brand, Lemieux, Yalamanchili (arrived at 7:43 PM), Robertson (arrived at 7:17 PM), Boccuzzi

Directors Absent: Devlin

Elite Property Management Representative: Chris Kohnle, Property Manager.

1. CALL TO ORDER:

Director Bernier called the meeting to order at 7:05 PM.

- 2. APPROVAL OF THE PRECEDING MINUTES:** **MOTION** to approve the Minutes, as amended, from the January 26, 2022, meeting made by Director Lemieux with a second by Director Schuck **PASSED** (Directors Yalamanchili, Rosario and Robertson were absent for the vote)

At this point in the meeting, Andrews Reynolds representing Butler Landscaping, presented an overview of contract services. He addressed the irrigation system, which will now be administered by Butler, and will use modern technology to maintain. Emergency tree work is often managed the same day it has been reported. He reviewed what a standard operating week resembles: an 8:30-9:00 AM start time on Thursday and Friday with a four-man crew and on the second day it will include edging and blowing. Organic herbicide is used around the property to inhibit weed growth. A Material Safety Data Sheet will be provided to Elite. A no-prune list can be provided to Butler, and they will avoid those properties to allow the unit owner to complete the work. They will use additional cones and signage when their vehicles are parked on the road. This portion of the meeting ended at 7:40 PM.

- 3. FINANCIAL REPORT:** Director Schuck reviewed the financials for each council and the conservancy as provided by Elite. Director Schuck presented the spreadsheets for review by the board.

The Conservancy	Current Year	(\$5,340.68)
The Village	Current Year	\$8,559.04
The Ridge	Current Year	\$439.59
The Duplex	Current Year	(\$7,402.75)
The Townhome	Current Year	(\$3,991.76)

4. MANAGER'S REPORT

- a) Summary of Property Manager on-site activity: Mr. Kohnle said that limited inspections have been done due to the weather.
- b) Scheduled Pending Services: Evergreen Tree Service will be addressing the pine tree that fell at the entrance once the weather improves.
- c) AAI Status: Mr. Kohnle stated that four AAI's have been completed. Some of the projects have been delayed but will resume in the spring. More are expected to be submitted in March.
- d) Delinquent Fees: There are approximately \$23,000 in fees to be collected primarily from eight units, four of which are in collections.
- e) Becht Engineering Reserve Study: A draft of the reserve study has been received by Elite. Director Schuck is currently reviewing the document and providing feedback.

5. UNIT OWNERS' FORUM

Towers (Village) – requested that the pavers and decking at the Meeting House be repaired to prevent injury.

Levine (Village) – suggested there be an inspection of the end of the walkway at the pool.

6. UNFINISHED BUSINESS:

- a) **Rules and Regulations -** The Document Committee is currently working on the document. They are planning to have a March 4th meeting and have a completed document for the board prior to the March general meeting. There is no voting requirement of the community only Notice and Comment.
- b) **Village Paving Project** – The project will begin with a start date in either April or May. A final meeting will be held with the paving company to finalize the start date and details.
- c) **Conservancy Goals/Projects** –

The projects were presented as follows:

#1 – Rock scaping and Landscaping – Plans will be created by Jill for a landscape plot once it has been confirmed that Butler will water the plots after planting. Mr. Kohnle will contact Butler for a quote for boulders and stone.

#2 – Repoint Concrete – A quote has been obtained by JKG in the amount of \$2,654.50. An additional quote is to be provided by ND Masonry.

#3 – Landscape Monuments – The scope of work was discussed.

#4 – Meeting House Alarm – Mr. Kohnle is waiting for a quote from ADT.

#5 – Meeting House Hot Water Heater – Mr. Kohnle has obtained two quotes. The first is from Precision Mechanical for \$2,098.60. The second is from Preston in the amount of \$2,100. It was determined that a tankless system was not feasible.

MOTION to replace the Meeting House hot water heater with the company of Mr. Kohnle's choice made by Director Schuck with a second by Director Robertson **PASSED** Unanimously.

#6 – Mechanical Service Plan for the Meeting House (A/C and furnace) – Precision Mechanical quoted a contract price of \$623 for the first year with a second-year increase of 4%.

MOTION to execute the contract with Precision Mechanical for all Meeting House mechanicals not to exceed \$700 made by Director Schuck with a second by Director Robertson **PASSED** Unanimously.

#7 – Repair Cement and Iron Septic Pump Cover – Skip's Wastewater Service quoted \$3,500 for this project.

MOTION to approve \$3,500 to repair the septic pump cover by Skip's Wastewater Services, quote dated 12/28/2021, by Director Boccuzzi with a second by Director Onessimo **PASSED** Unanimously.

#8 – Meeting House Fire Alarm/Repair – Waiting for a quote by ADT.

#9 – Power wash of Tennis Courts – This item will be addressed when the weather improves.

#10 – Pool Tile Maintenance and Repair – Savol Pools, the current pool maintenance company, quoted \$18,756.95 for replacement of tiles, acid wash, painting, and cleaning. This quote is \$2,500 more than the last time it was quoted in 2018. There would be an April start date with completion prior to the pool opening for the season.

MOTION to repair the pool as described by the Savol quote dated 2/18/2022 by Director Boccuzzi with a second by Director Lemieux **PASSED** Unanimously.

MOTION to amend the prior motion not to exceed a fee of 6.00 per month per unit to next year's budget to cover this expense if not paid from the current finances made by Director Schuck **NO SECOND** motion **FAILED**.

7. NEW BUSINESS:

- a) **Tree Expense Rules** – Tabled by Director Bernier
- b) **Garden Rules Request** – The Garden Committee has requested a simplification of the rules. The committee will write them to be posted on the website.
- c) **Hearing Results** – The unit owner of 418 Pond Bridge informed Elite that he would not be present at the hearing but would pay the fines as presented to him.

8. COMMITTEE REPORTS:

None

9. EXECUTIVE SESSION:

None

10. NEXT BOARD MEETING: Wednesday, March 30, 2022, at 7:00 PM.

11. ADJOURNED:

MOTION to adjourn at 9:06 PM by Director Schuck, seconded by Director Robertson
PASSED Unanimously

Respectfully Submitted by,
Robin Daly, Minute Secretary (Non-Member)
Approved by Secretary Lemieux