

WALDEN WOODS
BOARD OF DIRECTORS MEETING MINUTES

MEETING DATE: January 29, 2020

STATUS OF THESE MINUTES: Final Draft (02/01/20)

ATTENDANCE:

Directors in Attendance: DeMarco, A. Heikoff, D. Heikoff, Palladino, Webber, Boccuzzi, Dostal, Giampolo

Directors Absent: Onessimo, Raupach, Devlin

Elite Property Management Representative: Chris Kohnle, Property Manager.

1. CALL TO ORDER:

Director Webber called the meeting to order at 7:13 PM.

2. APPROVAL OF THE PRECEDING MINUTES: After some discussion of the minutes, a motion to accept the revised minutes was moved by Director DeMarco, seconded by Director Palladino. Motion to approve preceding Minutes passed 6 yes, 2 abstain.

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

The Conservancy	Current Year	\$2,496.22
The Village	Current Year	\$7,866.21
The Ridge	Current Year	\$85.16
The Duplex	Current Year	(\$24,110.19)
The Townhome	Current Year	(\$5,266.13)

4. MANAGER'S REPORT:

- a) **Inspection Reports:** Mr. Kohnle stated that current inspection reports for January include storm damage and tree damage. He conducted several onsite visits.
- b) **Document Revision/Update:** Pilicy & Ryan have completed the document revisions. On February 18, there will be a closed meeting with the Board where Pilicy & Ryan will present the documentation for review.
- c) **Reserve Study:** Mr. Kohnle had a preliminary meeting with Becht Engineering. A representative from Becht Engineering will attend the February 26 Board Meeting at 6:30 PM to present results.
- d) **Front Entrance Tree Work:** All tree work at the entrance has been completed by

Evergreen.

- e) Special Assessment Projects: Mr. Kohnle advised that Mareno Bros. is in the process of removing the yews. Plant materials will be considered and presented to the board, for review, at a later time. New handrails for the meeting house will be completed when the weather improves. Director DeMarco briefly presented the status of the Duplex Council Special Assessment.

5. UNIT OWNERS FORUM

J.L. (Woodmoor) – requests that Elite contact the town regarding poor lighting on Hawthorne and is concerned about liability regarding injuries. She stated that Brightview did not complete cleanup work. Mr. Kohnle responded that they were not done yet. She addressed the Landscape Committee being listed on the agenda. Director Webber stated that the Landscape Committee Chair was not required to attend unless presenting information. Jill commented on the yew removal and her intent to draw a plan for that area, the pool circle and the cabanas and would present it as a package to Elite. She suggested contracting a company for plant material that would only supply hardy northern stock.

M.T. (Village) – stated that during snow removal, the ground was gouged and then deposited on sidewalks. She inquired about the process the snowplow company follows after a storm. She was also concerned about animal droppings not being collected during winter months.

6. UNFINISHED BUSINESS:

- a) 2020 Community Goals - Mr. Kohnle intends to continue community walk-thrus with Board members. It was requested that the Board of Directors Meeting Minutes DRAFT from the prior month be made available on the Walden Woods website by the 15th of the next month for review by the community. These will be the Unapproved Minutes and are not Approved until the following meeting after any amendments have been made.
- b) Reserve Study Discussion – Held in Executive session, information will be provided at the February 26 BOD meeting.

7. NEW BUSINESS:

- a) Snow Removal Process - Discussion involved the importance of having all areas cleared in a timely fashion.

MOTION that the snow removal be completed in the following order by the snow removal service: Roads, Hydrants, Driveways, then Sidewalks. Motion by Director Webber, seconded by Director Palladino passed unanimously.

- b) Landscaping/Snow Contract- The current contract with Brightview expires in November 2020. Beginning in February, Elite will review contracts, in March/April Elite will request bids, in May/June quotes will be reviewed with voting taking place in July/Aug.

c) **Morgan Stanley Reserve Accounts –** Advice was given by Morgan Stanley to protect uninsured funds. Options were discussed by the Board. Directors Boccuzzi, DeMarco and A. Heikoff will also provide recommendations to the Board.

d) **Board Liaisons –** Liaisons to Conservancy Committees are as follows:

Webber – Documents and Landscape
Palladino – Community Gardens and Meetinghouse
Giampolo – Standards
Boccuzzi – Welcome
Onessimo – Social
A. Heikoff – Communications
Needed - Environmental

e) **Hearings -**

97 Pierce Blvd – The Board is willing to work with the Unit Owner due to compliance. AAI must be filed on January 30, 2020 and mailbox replacement completed to be considered compliant.

446 Pond Bridge – Due to the extenuating circumstances regarding the situation requiring a storage container due to burst water pipe, the Board has elected to waive the fines.

MOTION to waive the fine for failure to submit an AAI for the storage container at 446 Pond Bridge. Motion by Director Palladino, seconded by Director DeMarco and passed unanimously.

8. COMMITTEE REPORTS:

None

9. EXECUTIVE SESSION:

An Executive Session was held directly after the meeting.

10. NEXT BOARD MEETING: Wednesday, February 27th, 2019 at 6:30 PM

11. ADJOURNED: There being no additional business, the Motion to adjourn by Director Boccuzzi and seconded by Director DeMarco was Unanimous at 8:34PM.

Respectfully Submitted by,
Robin Daly, Minute Secretary (Non-Member)
Approved by Secretary D.G. (02/01/2020)