

**WALDEN WOODS**  
**BOARD OF DIRECTORS MEETING MINUTES**

**MEETING DATE:** July 25, 2018

**STATUS OF THESE MINUTES:** FINAL REVISED (08/30/18)

**ATTENDANCE:**

**Directors in Attendance:** Webber, Palladino, Boccuzzi (arrived at 7:20), Tracy, Onessimo, Jagadeesan

**Directors Absent:** Lattimer, Fitzgerald, Towers, Raupach, Brand, Durr

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

**1. CALL TO ORDER:**

Director Webber called the meeting to order at 7:10 PM.

**2. APPROVAL OF THE PRECEDING MINUTES:**

After some discussion and changes to the minutes, a motion to accept the minutes was moved by Director Palladino, seconded by Director Tracy. Motion to approve preceding Minutes passed with 1 abstention.

**3. FINANCIAL REPORT:** Director Boccuzzi, referring to the financial information that was provided to the Board by Elite, briefly summarized the financial status of the Conservancy and The Duplex.

The Conservancy	Current Year	(\$7768.73)
The Village	Current Year	\$25,674.08
The Ridge	Current Year	\$924.07
The Duplex	Current Year	(\$8,100.15)
The Townhome	Current Year	\$15383.16

**4. MANAGER'S REPORT:**

a) **Inspection Reports:** Nothing specific to report

b) **Boundaries Update:** It was reported that there needed to be 66 2/3% of respondents to complete the process. We would like to have 10 surplus votes in the event that some names do not match the records or to compensate for voters who have since moved.

- c) 2018 Budget/Reserve Drafts: Mr. Kohnle shared that Vulcan Securities from South Windsor has been unresponsive regarding their quote for the pool key card system. Mr. Kohnle will be meeting with another company, Environmental Systems Control, on Friday July 27<sup>th</sup> regarding their assessment and quote.
- d) Unkempt Properties Mr. Kohnle advised the Board that Russo will maintain the property at 618 Thoreau Cir as needed when requested. This work will be compensated by the bank. Russo's primary objective is to complete their contract work before any of this maintenance is done. With regards to 136 Pierce Blvd, Mr. Kohnle stated that they have submitted their AAI but that Standards has questions before approval may be granted.
- e) Landscaping Projects Director Webber noted that Mark from Russo has not submitted the requested documents relating to the wholesale cost of their plants. This would allow a cost comparison of available nursery stock. Director Palladino questioned if the planting should be done now or if Russo could wait for more hospitable weather. Mr. Kohnle stated that the work could be done immediately or postponed as required by the Board. Discussion ensued. Motion to approve work projects 6406 and 6405 as presented on pages 22-25 of the Board packet, was moved by Director Palladino, seconded by Director Tracy. Motion did not pass 2-4. Palladino and Tracy for and Webber, Boccuzzi, Onessimo, and Jagadeesan against.
- f) Insurance Coverages Nothing new to report
- g) Handrails for clubhouse ramp Mr. Kohnle is waiting for the specifications regarding this project.

## 5. UNIT OWNERS FORUM

- a) Jill (Woodmoor)- Suggested that Mr. Kohnle contact the Town of Windsor regarding their dredging of Washington Park. This may offer suggestions for the pond options. Mr. Kohnle stated he did reach out to them initially and all their work is done internally. She also was concerned about the conditions of several arborvitae and roses. Mr. Kohnle confirmed that Russo is accountable for their work and the warranty on their plants. It was also suggested to the Board that they consider hiring a landscaper to bring 618 Thoreau Cir into a presentable condition.
- b) Theda (DC) - Stated that Filley Park in Bloomfield was also dredged or raked. There was concern as to whether this project was needed at all.
- c) Peter (Village)- He noted that there is \$540.00 in bad debt expense. He was curious what the policy was regarding this. It was explained that it is policy to write off debt after a 9 month long lein has been reached. Typically, this debt is incurred by unpaid assessments. Peter also asked when rules that are passed by the Board go into effect. Mr. Kohnle stated

that when rules are posted by various methods they are immediately in effect.

- d) **Gordon (Woodmoor)**- There was concern as to how the Board determines fines and rule changes. Director Palladino spoke about the various committees reviewing rules and structure of fines and that fines have been lenient for some time and were not always a deterrent. Also, regarding the property at 136 Pierce Blvd, Gordon explained the need for that property owner to build a retaining wall to prevent erosion and the need to replace trees on the property line. Director Webber addressed this concern. She explained that the property owner did not follow the guidelines for submitting a proper AAI. Building also began prior to the approval and for a different project. As to the trees, it was stated that they may be replaced by the property owner as needed.
- e) **Priya (DC)** – There is a sink hole forming in front of her property on 18 MF, in the street, that needs addressing. Mr. Kohnle informed her that he would take a look.

#### **UNFINISHED BUSINESS:**

No Unfinished Business to report

#### **6. NEW BUSINESS:**

- a) **Ice Skating** – See page 34 of the Board packet. This activity is prohibited by Bouvier’s insurance coverage. Director Webber shared that skating was part of the initial agreement for the development and she requested that Mr. Kohnle check with the town to see if the Conservancy may be allowed to exclude activities on the pond or restrict them to residents only. Mr. Kohnle explained that there are several signs already posted and would be removed as required. Director Palladino made a Motion to table the discussion until further legal verification from Mr. Kohnle. Seconded by Director Webber, passing unanimously.
- b) **Parking** – There is a request to permit the tenants of 10 Aster to park up to 2 of their 3 or 4 vehicles either at the tennis court or on Scarlet. Director Tracy said that she would bring it up at the next Duplex meeting in two months if necessary. They can park by the tennis courts but if the Village Council needs an immediate answer for parking on Scarlet Lane, the answer would be no.
- c) **Hearings** – There were 3 hearings scheduled. None of the tenants appeared from 112 Pierce, 10 Aster, or 136 Pierce. By not appearing, all are fined and have waived their right to due process.
- d) **Other New Business**

**Introduction** of new Board Member Priya Jagadeesan by Director Tracy. Director Jagadeesan will be replacing Director Hoffman. For continuity this has been added under new business although the introduction occurred at the beginning of the meeting.

**August New Business added** – Director Webber requested to add new business to the August Board of Directors Meeting. The item up for discussion is a proposed charge for non-media communication that uses postage. This may include the possibility of a yearly fee imposed for requesting paper documents in lieu of electronic. Mr. Kohnle will report on the legality of this proposal.

**7. COMMITTEE REPORTS:**

Committee reports were in the packet and there was nothing further to report.

**8. EXECUTIVE SESSION:**

There was no executive session.

**9. NEXT BOARD MEETING:** Wednesday, August 29th, 2018

**ADJOURNED:** There being no additional business, it was moved by Director Webber, seconded by Director Onessimo, and unanimously approved that the meeting be adjourned at 8:25pm.

Respectfully Submitted by,  
Robin Daly, Minute Secretary (Non-Member)  
Approved by Secretary Kathleen Tracy (on July 31, 2018)