

29WALDEN WOODS
BOARD OF DIRECTORS MEETING MINUTES

MEETING DATE: July 29, 2020

STATUS OF THESE MINUTES: Approved (08/29/20)

ATTENDANCE:

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

Directors Absent: Raupach

Elite Property Management Representative: Chris Kohnle, Property Manager.

1. CALL TO ORDER:

Director Webber called the meeting to order at 7:01 PM.

2. APPROVAL OF THE PRECEDING MINUTES: A motion to accept the minutes with amendments was moved by Director DeMarco, seconded by Director Giampolo. Motion to approve preceding Minutes passed unanimously.

3. FINANCIAL REPORT: Director DeMarco reviewed the financials for each council and the conservancy as provided by Elite.

The Conservancy	Current Year	\$31,238.37
The Village	Current Year	\$24,198.62
The Ridge	Current Year	\$1,707.51
The Duplex	Current Year	\$20,433.79
The Townhome	Current Year	\$9,537.64

4. MANAGER'S REPORT

- a) Inspection Reports: Mr. Kohnle noted that inspection reports were not provided to the Board but would be made available the following day.
- b) Document Revision/Update: Mr. Kohnle stated that currently he is waiting for the Bylaw revision and that the Declaration revision needs more boundary information for a final draft that will hopefully be available for the August Board meeting.
- c) Reserve Study: Mr. Kohnle said that some changes and updates have been made but others require clarification. Director Webber suggested that sidewalks be itemized for clarity. She also requested that Directors review their Councils within the Study.

- d) Special Assessment Projects: There have been some plant material losses, due to the weather, that Brightview will replace. The Board has the landscape report on page 80 of the board packet.
- e) Pool and Amenities: Mr. Kohnle posed the question to the board whether the pool should be kept semi-open as it has been this season, or to close it for the season. Director Webber stated that she had not received a response from the Governor's office regarding immunity protection for Homeowner's Associations. It was not promising that any legislation would be passed in a timely fashion.

MOTION by Director DeMarco to close the pool as soon as possible with a second by Director Devlin passed Unanimously

- f) Draft Audit: Tabled
- g) Landscaping/Snow Contract Bids: This portion of the meeting occurred immediately after the call to order. For continuity sake it will be included here. There were presentations given by Brightview, Beebe, and Butler Landscaping. Each were given approximately 15 minutes to speak to the Board and Unit Owners regarding their quotes for snow removal and landscape services.

Joe and Kevin from Brightview spoke first. As the current service provider, they spoke about incentives and discounts that they would be able to offer the Conservancy based on a new 3-year contract. When asked about extending the contract for only 1 year, it was explained that those incentives and discounts would no longer apply. They were also asked to address some of the concerns with service issues in various Councils. They requested more detail as to the concerns and complaints, although they were able to address some at the time.

Rich Beebe and Mark from Beebe Landscape spoke about their services and familiarity with the property. They were concerned about staffing levels for snow work due to the current and ongoing Covid-19 situation. The proposal that they provided did not include snow work which, if requested, could be added to the quote by 8/4/20.

Tom Butler of Butler Landscape spoke third. He had multiple staff with him to speak in turn about their area of expertise. The services they provide are all in-house with the exception of some irrigation contract work. They have all the staffing necessary to add Walden Woods to their client list. They would provide design plans for no additional cost.

After the presentations were complete and this agenda item was discussed in turn, the board discussed tax details and requested that Mr. Kohnle review Butler Landscape's quote with them and request it be made more competitive.

5. UNIT OWNERS FORUM

Levine (Woodmoor) – asked to reach out to Brightview directly about work being done. This was approved as she heads the Landscape Committee.

Thanked Peter DeBisschop for watering.

121 Heather Way (Village) – request more paving project information.

4 On the Green (Village) – supports Village Council paving project and likes Butler.

5 On the Green (Village) – requested the Village landscape costs. Stated their preference of Butler.

Matthew Abraham (...) – stated that Brightview is not working and likes Butler.

32 Knollwood (Village) – supports the village paving project and stated a dislike of Brightview's service.

17 Haskins (Duplex) – spoke about weeds at the pool circle, Marble Faun parking issues, likes Butler Landscaping, and inquired of the Board about if the community tag sale for September should be cancelled. Mr. Kohnle recommended no tag sale and the Board agreed.

3 Marble Faun (Duplex) – stated opposition to the Little Library and shared alternatives. Felt the parking rules could be changed and supports a community zoom account.

Hawthorne Ln (Village) – commented about additional parking issues. Director Webber recommended, on town roads, to call the non-emergency police phone number.

6. UNFINISHED BUSINESS:

- a) **2020 Community Goals** - The tag sale set for September 12th has been cancelled. There is an expectation to reschedule to the Spring of 2021.
- b) **Village Rules** – Tabled
- c) **Little Library** - Tabled indefinitely
- d) **Covid-19 Status** – Aspects of this agenda item were covered in other areas of the meeting.
- e) **June 15th Lawn Deadlines** – Four properties were addressed individually during this agenda item. The MOTIONS are as follows:

MOTION by Director Webber with a second by Director Devlin to hold all fines currently and waive all fees if lawn and landscape work is completed by October 20, 2020. If work is not completed the fees will continue to accrue from June 15, 2020 forward for 611 Thoreau Cir PASSED 6 yes, 3 abstain (Palladino, Onessimo, Giampolo)

MOTION by Director Webber with a second by Director Devlin to hold all fines currently and waive all fees if lawn and landscape work is completed by October 20, 2020. If work is not completed the fees will continue to accrue from June 15, 2020 forward for 107 Pond Ridge PASSED 6 yes, 1 no (Palladino), 2 abstain (Giampolo, Onessimo)

MOTION by Director Webber with a second by Director DeMarco to institute fines from June 15, 2020 till abatement for 112 Pierce Blvd PASSED Unanimously

MOTION by Director Webber with a second by Director DeMarco to fine \$25/day from June 15, 2020 until abatement for 618 Thoreau Cir PASSED Unanimously

7. NEW BUSINESS:

- a) **Village Loan** – Tabled till August
- b) **Fines** - Tabled
- c) **Parking**- This agenda item was discussed prior to the Manager's Report to allow for comment during the Unit Owners Forum. Discussion included parking areas being reserved for guest, unit owner's moving vehicles to avoid the 48 hour parking rule and ticket and/or towing possibilities.
- d) **Council Zoom subscription** - \$150.00 to host a Zoom unlimited access account that would allow all Councils to provide access to scheduled meetings.

MOTION by Director Webber to approve the use of miscellaneous Conservancy funds to allow all Councils access to the Zoom meeting platform seconded by Director A. Heikoff Passed Unanimously

- e) **Reimbursement for Gardens** – Tabled till August
- f) **August Budget Meeting** – The meeting will be held via Zoom on Tuesday, August 18 at 6:30 PM. The public may attend but there will be no forum.

8. COMMITTEE REPORTS:

None

9. EXECUTIVE SESSION:

An Executive Session was held via Zoom, prior to the 7:00 PM Conservancy meeting.

10. NEXT BOARD MEETING: Wednesday, August 26th, 2020 at 7:00 PM

11. ADJOURNED: There being no additional business, the Motion to adjourn by Director Onessimo and seconded by Director Giampolo was Unanimous at 10:18 PM.

Respectfully Submitted by,
Robin Daly, Minute Secretary (Non-Member)
Approved by Secretary Deborah Giampolo (08/--/2020)