

MINUTES

WALDEN WOODS CONSERVANCY

BOARD OF DIRECTORS MEETING

WEDNESDAY, AUGUST 31, 2016

MEETING HOUSE

The meeting was called to order by President, Andrew Lattimer at 7:00 PM.

Directors Present: Andrew Lattimer, John Boccuzzi, Brian Onessimo, Carol O'Donnell, Jim Nasuta, Susan Raupach, Terry Tracz, Lynn Olson-Douglas, Kathleen Tracy, Patricia Tanner and Marlene Towers

Directors Absent: Quiana Coachman Strickland

Also in attendance: Chris Kohnle, Property Manager representing Elite Property Management

Approval of Minutes: Kathleen Tracy moved to approve the minutes of the June 29, 2016 Board Meeting (which was tabled at the July meeting) with corrections. The motion was seconded by Patricia Tanner and carried with 10 Directors voting in favor with one abstaining, Andrew Lattimer.

Approval of Minutes: John Boccuzzi moved to approve the minutes of the July 27, 2016 Board Meeting with corrections, which was seconded by Lynn Olson-Douglas, and carried with 9 voting in favor with 2 abstaining, Susan Raupach and Jim Nasuta.

Financial Report: Treasurer, Kathleen Tracy, reviewed the financials, indicating that the Conservancy is presently showing a net loss secondary to legal fees, which are higher than those originally budgeted. In addition some totals among the councils may seem inflated as no water bills have been received as of July 31. Otherwise, she felt the budget was basically staying on track.

Manager's Report:

Inspection reports were enclosed in the meeting packet for review by directors. No questions or comments were made.

Boundaries: Chris Kohnle indicated that all documents have been sent to Attorney Perlstein, who is still reviewing them. He will pass the attorney draft on to the Board once it is received.

Standards Committee and Process Expectation: An updated AAI form was presented to the Board. Property Manager, Chris Kohnle, met earlier in the month of August with Chair, Patricia Murray, and committee member, Marlene Towers, to discuss the new form. New bullet points added to hopefully help with homeowner expectations. Some automatic approvals were discussed with painting one's home the same color, putting the same colored roof on a home, spray washing making the list. Discussion by Board members mainly centered on the 30 day time frame for AAI approval. Chris pointed out that this was just providing a cushion in the case further information was needed from the homeowner or if the AAI needed to go to the Board for final approval. Following discussion, Jim Nasuta made a motion to approve the updated AAI form as written, which was seconded by John Boccuzzi. Ten Directors voted in favor of the motion with one Director in opposition, Kathleen Tracy. The updated form will be sent to Peter DeBisschop for posting on the Walden Woods website in place of the old form.

Draft Budgets 2017: Enclosed in the meeting packet were draft budgets for review, which could be discussed by individual councils at their meetings. Chris plans to meet with individual councils in workshops to discuss possible adjustments to the numbers. Also discussed updating the 5 year reserve study and the cost of a reserve analysis.

September Conservancy Board Meeting: Property Manager, Chris Kohnle, announced he may have to send an alternate to the September Conservancy Meeting, as the date of the meeting may coincide with the birth of his first child. Congratulations to Chris and his wife were given by Board members.

Unit Owners Forum: Prior to opening up the floor to unit owner, President, Andrew Lattimer, provided list of topics to be discussed under new and old business. Ms Mura of KWN brought up the use of porta-potties by contractors working on homes. Apparently, workers siding a unit next to hers were using the woods behind her unit. Board members agreed that unit owners and/or contractors should be providing use of porta-potties. Ann Marie Nasuta of Townhomes feels there should be a comment period for owners after unfinished and new business is discussed by the Board. Peter DeBisschop of OTG announced there are more security issues at the pool. Fences on one side were pulled out to gain access.

Unfinished Business:

- a. 446 PB Solar Panel Update: Homeowner wants a thirty day extension. Solar City is supposed to come within two weeks of the July Meeting to remove the panels.
- b. 634 TC Fire Restoration Update: The homeowner, Mr. Elligers, and his realtor, Mary Beth Welsh, were present to discuss what has been done so far in the restoration of the fire damaged home. They were instructed that an AAI would be needed prior to any reconstruction. As of the date of the meeting, the form detailing activity at the home had not been received. Discussion by the realtor centered on a concept plan distributed at the July meeting and on pictures indicating that the inside of the home has been gutted. Ms. Welsh indicated that they are awaiting the architect's plans for final approval by the homeowner. However, the architect has been on vacation. All this was presented in a hand out detailing a chain of emails between Chris at Elite and Mary Beth Welsh. After discussion by the Board, the realtor and the homeowner were instructed to submit an AAI with the outside concept plan, indicating square footage ASAP. Director Terry Tracz felt that there needed to be better communication between Elite and the homeowner to get this reconstruction completed.
- c. There was no further unfinished business to discuss.

New Business:

- a. Council Elections: Councils should be scheduling their annual meetings to elect their directors. The elections have historically been done in September to acquaint new members with the budgets and director responsibilities.
- b. Camera at the Pool: Due to the increased security issues at the pool, the use of an actual recording camera was introduced as a possible means to deter the unlawful activity. Jim Nasuta indicated that the camera with installation could cost about \$3075. Where the camera and recording device would be situated was discussed. After discussion of the pros and cons to having a camera and the cost, a motion was made by John Boccuzzi to spend up to \$3500 on a camera at the pool, the cost of which would be taken from reserves. The motion was seconded by Marlene Towers. In a vote by the Board, 10 Directors voted in favor of the motion with one abstaining, Kathleen Tracy.

There being no further new business to discuss, Board President, Andrew Lattimer, opened the floor to unit owners for any additional comments. Ann Marie Nasuta felt that it should be the homeowner receiving correspondence from Elite, not the realtor, which was happening in the case of 634 Thoreau Circle. Deb Giampolo reiterated her concern of any building occurring too close to her property line. Feels the property should be resurveyed.

With no further business, a motion was made by Jim Nasuta to adjourn the meeting, which was seconded by Patricia Tanner and voted on unanimously at 8:40 PM.

Respectfully submitted by Marlene Towers