

WALDEN WOODS
BOARD OF DIRECTORS MEETING MINUTES

MEETING DATE: October 28, 2020

STATUS OF THESE MINUTES: APPROVED (12/1/2020)

ATTENDANCE:

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

Directors Absent:

Elite Property Management Representative: Chris Kohnle, Property Manager.

1. CALL TO ORDER:

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

2. APPROVAL OF THE PRECEDING MINUTES: **MOTION** to accept the minutes with amendments by Director Raupach, 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	\$23,888.93
The Village	Current Year	\$8,312.28
The Ridge	Current Year	(\$616.68)
The Duplex	Current Year	(\$829.88)
The Townhome	Current Year	\$1,608.62

4. MANAGER'S REPORT

- a) Inspection Reports: Mr. Kohnle stated that the inspection reports are available for the board to review. There were no questions.
- b) Document Revision/Update: Mr. Kohnle reviewed the current status of the document revisions. The bylaws and declaration are almost final. On December 1st or 2nd (dependent on attorney availability) at 6:30 PM, there will be a meeting to review the documents with the Pilicy & Ryan, Councils for community.
- c) Reserve Study: The board has been provided the most current revision. \$500 will be added to the Conservancy budget to allow for a yearly update.

- d) Landscaping/Snow Contract Bids: Discussion ensued regarding allocation numbers. Pilicy & Ryan provided a draft contract template to use with Butler that includes terms helpful to the Conservancy. Mr. Kohnle and the Documents Committee reviewed that draft.
- e) Morgan Stanley: A meeting will be scheduled as soon as all parties can agree on a time.

5. UNIT OWNERS FORUM

618 Thoreau Cir (Woodmoor) – offered their point-of-view regarding the landscaping and photographing of property pertaining to violations. Stated they did not attend their scheduled hearing but did email Mr. Kohnle.

Jill (Woodmoor) – updated the community about completed landscape projects and outlined potential projects for 2021. Also spoke about the Town Zoning and Planning meeting regarding the approved Amazon facility.

Kathleen (Village) – called it to the board's attention that it is point-of-order that there was discussion on a possible vote but no motion on the table.

Peter (Village) – he asked the board to pay close attention to the Reserve Study during the budget process. He spoke about the Conservancy reserve, the Common Interest Community Act and budget allocation.

Rao (Woodmoor) – spoke regarding mailbox fines that he says only he received.

6. UNFINISHED BUSINESS:

- a) 2020 Community Goals - Landscape projects were discussed.
- b) Village Rules – These will be sent out with the annual meeting notice.
- c) 618 Thoreau Cir – Discussion involved the non-compliance of landscaping. Fines are an issue for the resale of the property. The seller is asking for fines to be waived. The board decided they would not take action to change the fines.
- d) Budget Draft – More fine tuning is required but there are actuals as of the last nine months. There was additional discussion regarding the renewal of insurance coverage as of December 11, 2020 and the possible addition of coverage in the Village of properties with shared walls. When a potential insurance gap was discovered for the Village, Mr. Kohnle had the coverage added but it may be pulled.

MOTION to accept a revised proposal, for budget purposes, of allocations as they are on page 29 of the board packet made by Director Palladino, seconded by Director Giampolo PASSED 9 yes, 3 No (Webber, Patel, Giampolo)

MOTION to accept Mr. Kohlne's outline of allocations for the management contract: Conservancy 33.1%, Village 14.5%, Ridge, 4.3%, Townhome 24.2% and Duplex 23.9% made by Director Webber, seconded by Director Palladino Passed 9 yes, 1 no (Onesimo), 2 A (A. Heikoff, D. Heikoff)

MOTION to amend to \$25,000 from \$35,000 the Conservancy Reserves and look at returning condo fees made by Director Webber, seconded by Director Palladino passed unanimously.

- e) **Village Loan** – Pilicy & Ryan will be approached for guidance.
- f) **Amazon Facility** – A Town Zoning and Planning meeting was held that attempted to address concerns regarding the proposed Amazon facility. There is a list of conditions that Amazon will need to adhere to. Many community members attended the virtual meeting.

7. NEW BUSINESS:

- a) **Standards and Rule Revision** – There are two new volunteers for the Standards Committee, Director Patel and Mr. Sinteh. Director Webber appointed them at the meeting. In the Townhome Council 3 types of stairs have been approved – ground, mid-level and walk-out. This copies the Duplex Council's rules on stairs, as they have the second and third style options. A storm door update has been made to allow horizontal crossbars and black doors. There is a notice about generators and a reminder about the rules for abutting Conservancy land.
- b) **November 2020 Conservancy meeting** – It was agreed that the next meeting will be held virtually on Tuesday, November 17, 2020 at 7:00 PM.
- c) **Acknowledgement** – Peter DeBisschop and Jill Levine have been acknowledged for their commitment to the community and their time spent helping. It was requested that Mr. Kohnle get pricing for a plaque in their honor.

8. COMMITTEE REPORTS:

None

9. EXECUTIVE SESSION:

None

10. NEXT BOARD MEETING: Tuesday, November 17, 2020 at 7:00 PM

11. ADJOURNED:

MOTION to adjourn at 10:08 PM by Director Palladino, seconded by Director Giampolo PASSED unanimously.

Respectfully Submitted by,
Robin Daly, Minute Secretary (Non-Member)
Approved by Secretary Deborah Giampolo (10/--/2020)