

**Board Meeting Minutes  
Weathersfield Service Group VI  
April 24, 2009**

Board Members present: Bob Kelley, Doris Flexner, Ken Benjamin, and Bill Churchill. Treasurer: Charlie Yohn and Secretary: Ann Coplin; Property Manager: Tony Smith. Absent: John McLaughlin.

Meeting was called to order at 9:00 AM and was adjourned at 10:50 AM.

	The minutes from the March meeting were unanimously approved.
	<p><b>Treasurers Report:</b> Charlie Yohn</p> <ul style="list-style-type: none"> <li>• The CD which had been held by RBC matured on 3/27/09 and the proceeds, in the amount of \$57,530.08, were placed in Harrington Bank. These funds will be available for anticipated roof replacement.</li> <li>• The transition from HRW to Berkeley is progressing with some bugs still to be worked out.</li> </ul>
	<p><b>Utilities Committee:</b> Bob Kelley for John McLaughlin</p> <ul style="list-style-type: none"> <li>• No requests to turn on water in the Closes have been received.</li> </ul>
	<p><b>Lot Appearance and Grounds Maintenance:</b> Doris Flexner</p> <ul style="list-style-type: none"> <li>• An issue began with a homeowner's displeasure over the heavy pruning that was conducted in the spring in the area directly in front of their townhouse. A proposed replanting by ValleyCrest was rejected as too expensive at \$2150. In subsequent discussions, the owner was offered the opportunity to provide her own plan, subject to Grounds Committee approval, with WSG paying a maximum of \$1200 toward the project. However, an issue still remains as the homeowner has now requested approval for a new landscape plan that does not meet the consistency and uniformity required by the landscape committee. Bob and Doris will pursue the issue in hopes of finding a compatible solution.</li> <li>• There is an ongoing problem with homeowner's not seeking approval prior to making changes to plantings in the area directly in front of their townhome. Doris is seeking support from the Board to resolve this issue as it has become unmanageable.</li> <li>• Doris requested that Peggy at Berkeley not add any homeowners to the "do not prune" list.</li> <li>• The tree professional we have used in the past is no longer in business so Doris said we would need to find a new vendor to take care of the trees.</li> </ul>
	<p><b>Building and Street Maintenance – Ken Benjamin</b></p> <ul style="list-style-type: none"> <li>• Roofs will be replaced from Unit 570 through 581. Bids will be managed by Berkeley, who will be responsible for notifying the owners when the work begins. Skylight replacement will be the responsibility of the owner and if they choose to do this the roofer will do it at "cost". A motion was made to approve the expenditure from the reserve funds for the roof replacements, seconded and pass unanimously.</li> <li>• There are a number of roofs needing repair. Berkeley is coordinating the bids.</li> <li>• Bob walked around and checked the state of repair of about half of the railings in the community. Several required immediate attention and Bob contacted Peggy at Berkeley to start work orders on them. Bids will be coordinated by Berkeley.</li> <li>• Ken is exploring whether to have the black plastic shutters on the units painted or replaced. Their appearance is deteriorating.</li> <li>• The quality of the work being done by Eagle Hawk is once again a topic. Doris recommended that we use higher quality workers even if it means we must pay a little bit more.</li> <li>• A sinking drain at the end of Woodbury will be repaired with the work being</li> </ul>

	<p>coordinated by Berkeley.</p> <ul style="list-style-type: none"> <li>An update was given regarding the sealing project for the parking areas.</li> </ul>
	<p><b>Architectural Committee</b> – Ken Benjamin</p> <ul style="list-style-type: none"> <li>Ken is coordinating a request from a buyer at unit 565 who is seeking approval for a new deck as part of the purchase agreement. Formal plans have not yet been submitted.</li> </ul>
	<p><b>Insurance:</b></p> <ul style="list-style-type: none"> <li>At a saving of \$3,000.00 annually, Erie Insurance Exchange will provide coverage for Weathersfield through High and Rubish Insurance Agency of Chapel Hill. The new contract began April 1, 2009.</li> </ul>
	<p><b>Nominating:</b></p> <ul style="list-style-type: none"> <li>Ken and Bill agreed to serve another term on the Board. Bob is still considering whether he will do so or not.</li> </ul>
	<p><b>Management Report:</b> Berkeley</p> <ul style="list-style-type: none"> <li>Doris asked if there were proactive inspections being done of the condition of the Weathersfield property by Berkeley. Tony explained that their focus was on inspecting the work specifically being performed as a result of work orders, however if Berkeley notices something else while they are here they will note it and bring it to our attention.</li> <li>Since Monday, March 2<sup>nd</sup>, Berkeley has processed 47 work orders, 30 of which are closed. The remaining 17 are scheduled, with all residents contacted.</li> </ul>
	<p><b>Unfinished Business:</b></p> <ul style="list-style-type: none"> <li>The “Open Action Items” list was distributed.</li> </ul>
	<p><b>New Business:</b></p> <ul style="list-style-type: none"> <li>Ann presented suggestions for the format and content of a homeowner’s reference manual using a different approach from the past. Several assignments to develop content for topics such as architectural requests, enforcement, and collections were given. Drafts to be turned-in approximately 6 weeks, before the summer break. Final product targeted for fall 2009.</li> <li>The next board meeting is May 15, 2009.</li> </ul>

Respectfully submitted, Ann Coplin

12/13/2009 10:53 AM