

WEATHERSFIELD SERVICE GROUP VI

BOARD MEETING MINUTES --MAY 18, 2012

- Vice President Rik Gervais called the meeting to order at 9:30. Present: Rik Gervais, Abby Kessler, Alan Levine. Absent: Warren Ort and Bob Kelley. Peggy Akers represented Berkeley.
- The board formally approved the minutes of the April 20 meeting.
- Treasurer's Report: The board accepted the financial report as written.
- Committee Reports:
 - Grounds and Lot Appearance Committee: Trimming has begun and will continue through the end of June. The board considered a request from M. Swimm at 584 Woodbury for a modification to the landscaping in front of his home. The modification would be done at his expense, with the concurrence of his adjoining neighbors, and with appropriate precaution to protect underground utilities. The board approved the request, in principle. The owner will bring a final proposal to the board for concurrence.
 - Building and Street Maintenance and Architectural Committee:
 - The committee considered an estimate for repair of fascia which had rotted which the owner of 537 Weathersfield submitted to the board. The estimate was provided by a contractor who discovered the damage as gutters were being installed. The board determined that if the repair had not yet been completed Berkeley should send its maintenance people to inspect the damage to ensure that all damage had been identified and provide a plan for repair. The owner was contacted following the meeting and was satisfied.
 - The board also decided to have Berkeley send a letter to all the owners to remind them of the procedure for having repair work completed on their property when it falls under the responsibility of the HOA. It is important to have crews approved by Berkeley and the HOA perform the maintenance for several reasons including: protects the association and the owners against liability for incomplete or improper maintenance and it ensures the the property manager and the HOA are aware of any issues which may affect more than one unit.
- Insurance, Utilities and Nominating Committees: Nothing to report.
- Manager's Report: Issues covered in the committee reports.

There will be no formal board meetings in June, July and August.

The meeting adjourned at 10:20 a.m.

Rik Gervais
WSG VP
5/18/2012