

## **WEATHERSFIELD SERVICE GROUP VI**

### **MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS, JANUARY 27, 2017**

1. The meeting was convened by President Jo Bolig at 2:00 pm in The Gathering Place. Present were Directors Bolig, Nancy Fore, Dan Green, Bill Moore, and Hoyt Taylor. Also present were Treasurer Bob Kelley, Secretary Timothy Gura, and representing Berkeley Property Management, Director Peggy Akers. Residents Bob Sydell and Bob Watkins, members of the Utilities Committee, joined the first part of the meeting.

2. The minutes of the meeting of December 16, 2016 were approved as distributed.

3. In a slight change in the agenda, and in order to accommodate the time of the members of the Utilities Committee, President Bolig asked Director Moore to report on their meetings with RLT. Director Moore listed three specific tasks confronting his Committee: 1) to secure Board approval for the contract with RLT; 2) to inform the homeowners of the procedures it entails; and 3) monitor progress of the sewer work as it is being completed. The contract calls for two types of services: 1) clearing sewer blockages from the house to the common sewers; and 2) mapping and cleaning HOA sewer lines. The latter was expected to be the overwhelming bulk of their responsibilities. It was moved and seconded to use RLT as provider for these services, and the motion was approved unanimously. Director Moore specifically recorded his gratitude to the members of his committee for exceptional assistance.

4. Addressing another part of his portfolio, Director Moore reported on the status of refurbishing external lights in #582-596F. It was moved and seconded to direct Berkeley Property Management to identify one (or more) contractor(s) with whom they have had good experiences to repaint and refurbish the not more than ninety external lights on units #582-596F. The motion was approved unanimously.

5. Treasurer Bob Kelley reported that he is still awaiting the December financial report. He clarified the distinction between spending that draws on reserve funds and spending that draws from annual budget funds. The final report for all expenses—from both categories—will be presented at the February meeting.

6. Secretary Timothy Gura reported that he and Director Green will meet on January 28 with the team from True Wind Technology to resolve major issues relating to the start-up of the Weathersfield website.

7. Director Fore reported an extremely active time for Grounds/Lot Appearance/Landscaping committee. They responded to nearly 80 calls or emails from residents. Twenty-four resident/common area projects were completed; seven

drainage-specific projects were completed, as were six a/c renovations. \$10,000 in tree work was completed, including deeply pruning all the crape myrtles and renovation of the tree tunnel entry to #530-539.

8. Director Green reported one request for architectural waiver. He further detailed the resolution of a squirrel invasion in one unit. Since 2013, owners have been responsible for removing animals from their houses and WSG was responsible for repairing entry access used by the animals. Four animal invasions were reported in 2016, and the affected owner repaired in each case. It was moved and seconded to continue the current policy of the Buildings and Streets Committee that homeowners are responsible for arrangements and costs for the removal of animals which invaded their premises and subsequent clean-up, and that WSG is responsible for any necessary external repairs. The motion was approved unanimously.

9. Director Green then raised the issue of snow and ice removal. President Bolig reported her conversations with FHA president John Palermo, and it was agreed that their further attention would be carefully monitored. Director Green reported inspection of uneven sidewalks, and only three were more than one inch out of alignment. Measures will be taken to smooth those differences.

10. Director Taylor reported that the earliest discussions regarding insurance revealed no changes for 2017, but that the costs for the larger component would not be available for almost a month.

11. President Bolig reported no action from the nominating committee.

12. In her report, President Bolig notified the Board that the newly altered By-laws were now formally signed, notarized and certified, and deposited in the WSG lockbox. She asked Board members to alternate in attending one FHA Board meeting per month. Secretary Gura agreed to attend the meeting on March 6. Finally, she asked all Directors to forward changes pertinent to the committees they chair to Secretary Gura for inclusion in a revised WSG Quick Reference Manual.

13. Director Green proposed, and the Board agreed, that Treasurer Bob Kelley and his committee explore with the WSG accounting firm C. W. Dunn and Berkeley staff all feasible options for auditing the financial activities of WSG, and their respective costs, and report its recommendations to the Board at a future meeting.

14. The next meeting is on February 24 at 2:00 pm in The Gathering Place. This meeting was adjourned at 4:45 pm.

Respectfully submitted,

Timothy Gura, Secretary  
(January 29, 2017)

