

WEATHERSFIELD SERVICE GROUP VI

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS, 9/29/2017

1. The meeting was called to order by President Jo Bolig at 2:10 pm in The Gathering Place. In addition to President Bolig, Directors Nancy Fore, Dan Green, and Bill Moore were in attendance. Director Hoyt Taylor was absent. Also present were Timothy Gura, Secretary; Bob Kelley, Historian; and Berkeley Property Management Director Peggy Akers. Joining the meeting for some of the time were residents Anne Angers, Pat Buyze, Barbara and Larry Layton, Dese and Bill Simpson.

2. Before proceeding with the published agenda, President Bolig asked the residents if any would like to address the Board. Anne Angers expressed her concern about what she felt was an unfair injunction against the plantings she had installed and tended for many years. She admitted that she had overlooked the established requirement to file a landscape modification request and agreed to do so in the very near future. She hoped that the plantings that are already present in the common areas would be allowed to remain.

Pat Buyze reported that a plumber she had employed encountered a problem in a sewer line, only to learn subsequently that the problem was outside her property. She felt she should be reimbursed for the fee she incurred. Director Moore alerted her to a new policy that would be considered later in this meeting that would address her concern. No other residents had issues to raise with the Board.

3. President Bolig asked the Board to approve the minutes of the meeting of September 11, 2017. It was moved and seconded, and they were approved unanimously.

4. To accommodate Director Moore's schedule, President Bolig then took up the report of the Utilities Committee. They reported that they had installed exterior front and garage lights on the units from 582-596F at a total cost of \$4285.92. Further, they reported that the on-going sewer project had thus far cleaned and maintained four closes and completed three repairs, at a total cost of \$23,812.04. Finally, Director Moore wanted to extend the Committee's special gratitude for the assistance they have received from Bill Simpson, Ken Benjamin, and Barbara Harris.

5. In the absence of Director Taylor, President Bolig reported that the current monthly financial report is posted on the website and in the mail kiosk. Some discussion ensued about the ramifications of raising the HOA deductible insurance from \$5,000 to \$10,000, which would result in a savings for WSG of approximately \$50/year per unit. It was agreed to encourage the insurance agent Pete Seagroves (or his representative) to describe the possible impacts of that change at the AGM in November.

6. Webmaster Dan Green reported that the new website <weathersfieldsg.org> was now live, and 67 residents have signed up to receive email blasts from the Board. The Board explored ways to expand that membership in the future, and discussed several ways to alert or encourage owners to take advantage of the website.

7. Director Green then assumed his role as Chair of the Committee on Buildings and Architecture. He reported that asphalt patching had been completed, and in the process the team noticed two closes that would benefit from total resurfacing. Further, repointing the bricks on two porches had been completed and a third was underway. Finally, he reminded the Board of the enormous usefulness of an up-to-date reserve study (the most recent was completed in 2011).

8. Director Fore reported that her committee, in conjunction with Berkeley and Ruppert, had completed replanting at three sites, fulfilled three other requests from residents, completed regular tree work, and finished the revision of common areas landscape in four closes. One surface drainage issue is still in process. For the fall, they need to replant 5 a.c. covers, six other unit renovations, and two close renovations, paying attention to hollies that have grown above 20'. She raised the issue of numbering garage doors, but the Board was unwilling to finalize a decision without further discussion.

9. President Bolig turned to Old Business. The Board has been informed about several cars being regularly parked overnight in a close. These cars are apparently the property of a tenant. It was agreed that no resident can be responsible for overnight parking for more than two cars, and that one of those cars must be parked in the garage assigned to the unit. One other car (if there is one) must be parked in one of the parking spots in the close. No other cars are permitted. The Board carefully reviews the Weathersfield Covenants, Article 9, Section 7, and the following motion was proposed:

After determining improperly parked cars, Berkeley Property Management will notify the owner/renter that s/he is in violation of Article 9, Section 7 of the Covenants. If the car(s) are not removed within three (3) days of the receipt of the notice, fines at the rate of \$10/day for each car will be levied until full compliance is achieved.

The motion was approved without dissent.

10. The Board now turned to the "Plumbing Problems? Steps to Take" advisory prepared by the Utilities Committee. This sheet (the full text appears as Appendix A to these Minutes) would be distributed to all residents and would be posted on the website. After very slight revision, it was moved and seconded to approve the statement. The motion was approved four in favor, none opposed.

11. President Bolig reminded the Board that the upcoming Annual General Meeting (AGM) would be held on November 6. The materials for the meeting will be mailed to all owners shortly. All Committee chairs should be prepared with brief reports of the activities they completed this year.

12. President Bolig entertained a motion to adjourn at 4:35 pm; it was seconded and approved. The next meeting of the Board will be on October 27.

Respectfully submitted,

Timothy Gura, Secretary
(10/2/2017)

Appendix A

PLUMBING PROBLEMS? STEPS TO TAKE

1. If a resident has a plumbing problem, like backed-up drains inside the house, the first step is to call a plumber. Also, check with your neighbors. If their systems are not backed up, the problem probably is in your house and not a Weathersfield Service Group VI or Fitch issue. Paying for the plumber for this initial visit is the responsibility of the resident.
2. If the plumber finds that the issue is not insider the home and is beyond the outside clean out, the resident should call Berkeley Property Manages to report that a drainage/sewer issue may be located on WSG property. BPM will call RLT Associates, WSG's contracted plumber to investigate the blockage and take steps to repair. Note: There are two clean outs for each unit. One is located under the unit and one is outside the unit. The outside clean out may not be easily accessible.
3. IF RLT determines that the blockage/plumbing issue is located in an area from the outside clean out to the main sewer line, it is a WSG issue. If the blockage is in the main sewer line, it is Fitch's responsibility. WSG will reimburse the resident up to a maximum of \$100 for the initial visit if the problem is a WSG or Fitch issue. An itemized invoice and receipt from the plumber is required for reimbursement.
4. If RLT determines that the blockage issue is **NOT** within the WSG sewer pipe and not the responsibility of WSG, WSG will bill the resident for all charges.