

WEATHERSFIELD

at Fearington Village

October 25, 2019

Dear Neighbors:

Attached please find the Annual Reports from the standing committees of your Weathersfield Service Group VI Board of Directors. In our efforts to streamline the Annual General Meeting this year, we wanted to provide you this information before the meeting so that we did not have to repeat these details during our presentations. As always, if you have any general questions about these reports, we will be happy to respond on **Saturday, November 2, at 2:30 pm in The Gathering Place**. If you have specific questions about your home or your close, all the Directors will be available immediately following the meeting.

One important reminder: if you are unable to attend the AGM, **PLEASE** fill out the proxy form included in your mailing. Or let us know you need a form, and we will drop one off for you!

All of us are looking forward to seeing you on Saturday, November 2.

For the Board of Directors:

Jo Bolig, President

Annual WSG HOA Meeting, November 2, 2019
Architecture, Buildings & Street Maintenance Committee

2019 Building Maintenance

- Between January-September 2019, Berkeley Property Management handled 135 work requests for repairs to: Garages, Garage Doors, Porch Steps, Railings, Doors, Roofs, Siding/Shutters, Sidewalk/Lighting, and Various Home Sale HOA Repair Actions
- Extensive repairs were also required on a row of garages impacted by storm damage (fallen tree) which consumed 15% of the annual maintenance budget for costs toward the insurance claim deductible
- The 2019 annual-operating budget for building maintenance is \$45,000 (15% of the total HOA budget); end-of-year expenses (not including the garage roofing project below) are expected to be within budget; the 2020 building maintenance budget will remain \$45,000

2019 Major Reserve Projects

- 92 garage roofs (original build 1989-1994) were replaced in June (except garages at 546-557, which were replaced in 2004); action was necessary to maintain, repair and sustain HOA property assets; numerous areas of deteriorated wood-decking required replacement
 - 4 proposals were received from 7 RFPs; all exceeded the Giles Flythe Engineering reserve study forecast for this activity by 10-40%, indicating potential cost risk ahead for future activities in our 20-year reserve plan/budget forecast.
- Asphalt work identified in our reserve study plan for 2019 will be deferred to 2020 pending further review, prioritizing needs and soliciting of proposals.

Other

- Continued annual termite inspections and blowing-off roof debris in 2019; Bi-annual pressure washing of siding is planned for 2020
- Updated the HOA policy for homeowner's considering gutter installation
 - Gutter requests require approval by architecture, utilities and landscape committees
 - Homeowner is responsible for managing water flow exiting their downspouts
 - Homeowner is responsible for repairing/correcting their gutter system if it is creating drainage/erosion issues.
- The Maintenance Committee is continuing to explore ways to improve and expand options for more effective repairs and preventive maintenance

WEATHERSFIELD SERVICE GROUP VI

ANNUAL GENERAL MEETING, NOVEMBER 2, 2019

Report of the Committee on Communications

- The Board of Directors created an ad-hoc Committee on Communications on May 26, 2019.
- This Committee was charged with “developing and maintaining effective communications with all residents, from welcoming new owners to changes in policy or procedure.”
- The Committee met on June 27 with several recent arrivals to determine what kinds of information they wanted, what they needed, what they got, and the format(s) they preferred.
- Subsequently, subcommittees have: 1) developed a new “Welcome to Weathersfield” packet—in electronic and hard-copy formats—for distribution to resident who arrive after October 1, 2019; 2) developed a standard “Welcome Protocol” for use by committee members who meet new residents and; 3) distributed the first of our quarterly “Reminders”—a one-page review of important dates in Weathersfield for the upcoming three months. We intend to follow up with seasonal distributions in January, April, and July.

Volunteers for the Committee are: Greg Christensen Dan Green, Linda Grills, Dinah McAllister, Doug McAllister, Cathy Rodgers, Mary Ellen Sweeney, Barb Sydell.

Respectfully submitted,

Timothy Gura, Secretary, WSG
Char, Committee on Communications

WEATHERSFIELD INSURANCE COMMITTEE 2019 ANNUAL REPORT

The 2019 HOA cost for insurance premiums was \$47,000. The budget amount for 2020 is \$50,000. The policy year is effective April 1.

There was one HOA claim filed with our insurance carrier, Nationwide, during 2019 due to damage caused by a falling tree on the garage at 541 Weathersfield. The cost of repairs was \$19,743. Payment of \$9,743 was received from Nationwide and the HOA paid the \$10,000 deductible.

In early 2020 the Insurance Committee will seek competitive bids from six local insurance agents for the policy year starting April 1, 2020.

11/02/19 Weathersfield Homeowners Association Annual General Meeting Lot and Grounds & Maintenance (aka Landscape Committee) Report

- 1) Number of Landscape Requests Addressed in 2019
 - 2018 Hold Over Requests that Needed to be Addressed = 10
 - 2019 New Requests = 78

- 2) Landscape Budget is divided into 3 categories:
 - Maintenance – Ruppert mowing, pruning, seeding, etc.
 - Ruppert has continued to deliver services as per the contract
 - Tree – for tree removal
 - “Other” or (aka) Renovation – for homeowner request for shrub/plant replacement/renovation

- 3) Tree Budget – was a major concern in 2019:
 - The original budget of \$12,000 was exceeded by \$15,000 due to aging trees/limbs that needed to be removed. The \$15,000 was taken out of the “Other” budget as the Landscape Committee made the decision that tree removal was a priority. Total tree removal in 2019 was approximately \$27,000.

- 4) Weathersfield Website – the Landscape documents have been revised and a new one developed:
 - Revised – Landscape Management – describes what services are provided under the maintenance contract with Ruppert and what the Weathersfield HOA Landscape Committee is responsible for and what is not covered by the HOA
 - Guidelines on Landscape Renovations to Property – offers suggestions on appropriate plants/shrubs/trees for Weathersfield/Ferrington and provides a number of websites that homeowners can access to learn more
 - Revised Request for Landscape Modification – form revised to be more streamlined

- 5) Held first Education Session for new Homeowners to help them understand the plants/shrubs/trees of Weathersfield/Ferrington

- 6) Potential New Landscape Contractor
 - Ruppert maintenance contract is up as of December 2020
 - Board has requested that the Landscape Committee interview and obtain proposals from landscapers beginning in January 2021
 - Process underway – contractors have walked the property with the Landscape Committee and currently have formal Request for Proposal Letters
 - Once proposals are received they will be reviewed by Landscape Committee and the final recommendation will be presented to the Board

UTILITIES COMMITTEE REPORT

Committee Members

Bill Moore Bob Sydell

Bob Watkins David Spencer

The major emphasis of this committee for the past three years has been the maintenance of our sanitary sewer system. The WSG HOA voted to increase dues by \$10.00 a month in 2015 to proceed with this task. Additionally, our recent engineering study identified this as a priority. The following actions/maintenance has been accomplished:

- a process for reporting a problem has been established and communicated to the community through the website
- a professional company has been employed to perform maintenance and answer emergency calls
- sewer lines in the commons area serving 86 homes have been inspected, cleaned, and mapped
- numerous clean-outs have been uncovered and raised
- three fractures and one large break have been discovered and repaired
- the final 18 homes (594, 595, 596) will be maintained in 2020 to complete this project.

Additionally, the committee has begun to focus on storm water as the sewer project nears completion. We have made a survey of our system and have identified maintenance priorities to be funded in the future. Some of this maintenance includes:

- raising some inlet basins and cleaning debris from them
- monitoring and cleaning where necessary of curb and gutter drains in the parking lots
- adding rip rap to swales to prevent erosion that could undermine trees
- improving drainage in common areas where necessary
- three commons area drainage problems were addressed this year.

Both of these projects were priorities identified by the engineering firm studying our community and are being addressed by the WSG Board.