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October 5, 2020

Dear Weathersfield Homeowner:

This has been a year we will never forget. The Board of Directors was challenged to fulfill the obligation to hold the Annual General Meeting (AGM) required by Article V of the Bylaws of the Weathersfield Service Group VI, Inc., Homeowners Association. Working with attorney Lori Jones, the Board has crafted a mail-in meeting for the homeowners. Because of Covid-19, an in-person meeting is not possible as the Gathering Place is closed. This packet contains much information about the community and what the Board members have accomplished. You will find committee reports, officer reports, financial reports, biographies of the owners running for the Board, and a ballot for voting.

I hope you received the letter I sent alerting you to the change from an in-person AGM to a mail-in AGM. We now need your help. **Because the Board must have a quorum to conduct business, please send in your ballot as soon as possible. We must receive your ballot by October 31, 2020. If a quorum is not established, the Board will need to organize another mail-in process.**

Owners also have the opportunity to submit questions to committee chairs and Board members. These questions will be answered on the website by November 6, 2020. When you return your ballot, please include any concerns or questions you may have. We have included a self-addressed envelope in this packet. You may mail your ballot and questions to Mill House Properties or drop the envelope in the WSG box at the mail kiosk. This information is also on the ballot.

Again, please take advantage of submitting any information that you want the Board to know. We look forward to hearing from you.

Sincerely,

Peggy Akers  
WSG Community Manager

## PRESIDENT'S/NOMINATING COMMITTEE ANNUAL REPORT

While 2020 has been a challenging year for all of us as we go about our lives amidst the COVID 19 virus, it has been a rewarding year for your Board of Directors as we announce several noteworthy accomplishments. Through the Board's standing committees on Insurance and Landscaping, we were able to negotiate favorable and less expensive contracts for the current and upcoming year while still providing the same coverage and services you have come to expect. The recently instituted Communications committee did a splendid job of welcoming many newcomers to the community. The committee looks forward to doing their work with more face-to-face contact when concerns about the virus do not impede their efforts. The tireless efforts of the Utilities committee have provided updated assessments of our sewer and storm water systems; and for many residents with drainage issues, this committee has worked diligently with our landscapers and others to develop solutions to these worrisome problems. As our homes have aged along with us, problems have surfaced and repairs have been needed that required the involvement of our Architecture and Buildings & Street Maintenance committees. These committees have been prompt and thorough in their attention to homeowner requests.

We are in the process of finalizing a one-year extended contract with Mill House Property Management who has served us well with a familiar and capable staff since Mill House bought Berkeley Property Management a year ago. As of December 31, 2020, our 5-year contract with Berkeley/Mill House will expire. Due to restrictions imposed by COVID 19, the Board was not able to adequately vet other management companies who we might consider for our community going forward. As a result, a request for a one-year extension with Mill House was made.

The Nominating committee of the Board is proud to put before you the list of homeowners willing to serve on the Board beginning in November. Their biographies reflect their interests and commitment to Weathersfield. The Nominating committee is pleased to report a favorable response to its request for others to come forward to serve on standing committees of the Board as this is an excellent way for homeowners to gain greater insight into the business of the Board while serving on a committee whose duties interest them.

Jo Bolig, President



WSG Board of Directors

**Weathersfield Service Group -- VI**  
**THE COMMITTEE ON COMMUNICATIONS**  
**Annual Report, 2020**

The Committee on Communications was formally established at the 2019 Annual General Meeting. We are charged to welcome new residents to Weathersfield and provide them with the materials specific to living here, and to provide quarterly “Reminders” to all residents about important WSG events in the coming months.

Subcommittees of the group prepared the portfolio of materials (in hardcopy and electronic versions) to distribute to new residents (owners as well as renters), devised the protocol for proceeding with interviews, and prepared (thus far) three quarterly “Reminders.” The “Fall” issue will appear on October 1. Originally, members of the committee distributed these one-page paper flyers to each residence; with the arrival of Covid-19 restrictions, it became an online notification.

We need to devise more efficient mechanisms to alert us to the arrival of new owners and renters. Restrictions from the CDC and state health department seriously curtailed our ability to visit in person with new residents. In addition, when asked to provide us a convenient time to meet, some new residents simply declined the opportunity, or have not yet fulfilled their promise to let us know a convenient time once they got settled.

The extraordinarily committed members of the committee are Greg Christensen, Dan Green, Linda Grills, Dinah McAllister, Doug McAllister, Cathy Rodgers, Mary Ellen Sweeney, and Barb Sydell. Weathersfield is in their debt.

September 1, 2020

## UTILITY COMMITTEE AGM REPORT

### 1. Committee Members

Bill Moore, Bob Sydell, Bob Watkins

### 2. Activity Summary

The Utilities Committee has followed the recommendation found in the Giles Engineering Report and included in our Reserve Study Plan. This report indicated that we should focus on maintaining our sewer and storm water systems. We are devoting some monies out of our budget each year to continue this maintenance.

- Sewer System

This fall we will finish maintaining our system. This has been a four year project which has included repairing fractured pipes, cleaning grease, root balls and other obstructions. This is the first time the entire system has been maintained. We should do some preventative maintenance each year to prevent service interruptions.

- Storm Water/Drainage

The committee walked the property and prioritized areas of concern. Each year money is budgeted to address the top priorities on the list. Seven drainage projects have been completed in the last two years.

\*Please place only toilet paper in the toilet and do not pour grease into the sink. Blockages are expensive to clear and can be very inconvenient.

# 2020 Annual Weathersfield Home Owners Association Meeting

## Architecture Committee Report Buildings & Street Maintenance Committee Report September 17, 2020

Bill Kearney (Chair), Warren Ort and Bob Spillane

### Architecture Committee

- Jan - Sep 2020, The Architecture Committee approved 6 owner-submitted property modification requests: gutters (1), rear deck (3), temporary home-access ramp (1), electric vehicle charging station (1)
- Forms for requesting property modification approval are on the WSG website under documents at [www.weathersfieldsg.org](http://www.weathersfieldsg.org)
- An updated gutter policy (posted on the WSG website in 2019) requires 3 committees (Architecture, Landscape and Utilities) to review for approval with emphasis on the homeowner's responsibility for gutter maintenance and outflow/drainage management

### Buildings & Street Maintenance Committee

- Jan - Sep 2020, Mill House Properties (Thank you Peggy & Michelle for your excellent support to WSG) received and dispositioned 89 work requests for repairs to: garage doors, porch steps, railings, roofs, siding, shutters, sidewalks, lighting, and various home sale inspection findings with HOA responsibility
- Roof debris blowing – was completed in January; Pressure-washing (bi-annual) – was completed in June; Crawl-space and garage termite inspection is occurring on 6 Oct.
- The 2020 annual-operating budget for building maintenance (not including pressure-washing) is \$45,000 (12% of total HOA operating budget). The building maintenance budget for 2021 will remain \$45,000
- Through the first 1/2 of 2020, expenses (including pressure-washing) consumed 50% of the total annual maintenance budget and are projected to be within budget at year end

### Home owner reminders

- Home owner guidelines and responsibilities are posted on the WSG website under documents at [www.weathersfieldsg.org](http://www.weathersfieldsg.org)
- Some specific home owner responsibilities include maintaining smoke/fire detectors; inspect/maintain attic based AC units for potential condensation leakage into the ceiling; clothes-dryer vent duct cleaning to reduce risk of fire; fireplace/chimney cleaning and maintenance; controlling pests and critter removal from within the home
- Fearrington Cares' website [www.fearringtoncares.org](http://www.fearringtoncares.org) posts a list of their suggested vendor options for home owners to consider for their responsible maintenance needs

# **November 2020 Weathersfield Homeowners Association Annual General Meeting - Landscape Report**

Prepared by: Hope Weber, August 5, 2020; approved by Landscape Committee: August 5, 2020

## **1. Number of Landscape Requests addressed thus far in 2020**

- 2020 Total New Requests = 35
  - Tree Work Requests = 17
  - Other Requests = 18

## **2. Evaluations Performed in 2020**

- Inspected all Pencil Hollies located between garages since many are dying
- Many of the dying shrubs are replacements
- No shrub will do well since they are planted in a small area surrounded by asphalt and concrete
- The Landscape Committee made the decision to not replace any shrubs that die
- The area where the shrub is removed will be filled with mulch
- The Landscape Committee did look into replacing the removed shrub with a nice garden style stone but the cost was prohibitive

## **3. Unexpected Rejuvenation Project**

- Elaeagnus Rejuvenation – in late June, we identified that some of the Elaeagnus in the community had a fungus. The best way to address this was to perform a major drastic cut back pruning to make sure that the fungus did not spread among the shrub or to other shrubs. The pruning occurred in August. Fortunately, we had the funds for this unexpected \$12,000 project in the “Other Category” of the 2020 Landscape budget.

## **4. 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/limb removal
- “Other” or (aka Renovation) – for homeowner requests for shrub/plant replacement/renovation

## **5. Tree Budget – continues to be a major concern in 2020:**

- The original budget of \$37,000 has been partially utilized in 2020
- The remaining tree budget will be spent for either storm damage during hurricane season or to start to work on the tree issues identified by Davey Tree during their June 2020 property inspection
- We cannot predict what storm damage will occur but we plan for that in the budget.

## **6. Contractor Search/New Contract**

- The Landscape Committee obtained proposals from 3 of the 6 contractors that we requested provide a proposal. Three contractors declined due to either not having the capacity to take a community of our size or the Landscape Committee deemed reviews about the contractor’s work not acceptable
- The pricing for the general maintenance varied among the 3 contractors up to a \$25,000 difference
- Landscape Committee recommended that the contract be renewed with Ruppert for a 2021-2024 three-year contract
- The Board of Directors approved this decision

## **7. Weathersfield Website – the 3 Landscape documents listed below were revised to reflect various situations within the community. The documents are available on the Weathersfield website.**

- Weathersfield Landscape Management 2020 – Revised 2/2020
- Request for Landscape Modification Approval – Revised 2/2020
- Weathersfield Landscape Guidelines for Renovations to Homeowner Property – Revised 2/20

## **Weathersfield Insurance Committee 2020 Annual Report**

Status: July 2020

There have been no claims so far this year against our insurance policies. As stated last year, the deductible on this policy is \$10,000 rather than the \$5,000 amount in 2018. The advice of the committee on the occasion of that increase was for each property owner to make sure their own condo insurance policy covered the cost of that deductible.

The 2020 HOA cost for insurance premiums for the term of April 1, 2020 to March 31, 2021 is \$46,089 vs. a budget of \$50,000 and vs. a cost the previous year of \$47,079. The total premium of \$46,089 is made up of the premiums for three separate policies: a property and general liability policy (\$42,834), an umbrella policy, providing additional liability insurance (\$1,500) and a directors and officers policy (\$1,755).

This premium was achieved with a thorough bidding process. Several indications from other agencies were far higher, from \$60,000 to \$85,000.

The risk of higher premiums going forward is increasing because of two factors. The first is the age of our community. Our homes were built from 1989 to 1994. As such, they are over 25 or even 30 years old. Although we do a good job keeping up our house values with grounds and tree upkeep, roof replacement, sewer and drain maintenance, regular handy work for small repairs and power washing, the age of our houses is still a factor insurance companies reckon with. The second reason for increased premium risk is that some insurance companies are exiting this sort of HOA business, so they set their premiums higher or refuse to bid altogether.

Late this year, the committee will once again initiate a competitive bidding process, leveraging the learnings from our last bidding process, in order to achieve the lowest premium for the necessary level of coverage.



### **David L. Piet**

David was born and reared in South India of missionary parents. He attended Kodaikanal International School (KIS), a boarding school, from the first grade until 1960 when his family returned to the United States. Before heading overseas in 1970 with Nancy, he completed his high school, college, and graduate studies in the U.S. Since then he has lived and worked in Indonesia, Bangladesh, Nepal, Cambodia, and Jordan as well as short-term work in India, Egypt, Mozambique, Zambia, Haiti, Pakistan, and the Ukraine. He has more than four decades of experience in providing technical assistance and managing international assistance for population/family planning, child survival, maternal and child health, reproductive health, HIV/AIDS, infectious diseases, and related public health programs. David has held senior leadership positions in the U.S Agency for International Development (USAID) and has done extensive international consulting for private sector and NGO organizations. He has broad first-hand experience in cross-cultural negotiation, strategic planning, and policy and program development and implementation with senior government officials, donor representatives, and directors/staff of non-governmental organizations.

David holds degrees from Hope College (B.A.), Michigan State University (M.A.) and the University of North Carolina at Chapel Hill (MPH). He has authored two book chapters; co-authored several country program evaluations; co-authored/co-produced numerous print and audio-visual communications materials.

He and his wife Nancy have been Ferrington Village residents since April 2012 having moved down from Arlington, VA. Both he and Nancy volunteer for Chatham County Habitat for Humanity; Ferrington Cares; and other local groups. They enjoy visiting with family and friends, outdoor activities and exercise, domestic and international travel, gardening, motorcycling, reading, and writing, among other interests.

In July 2020, the HOA Board approved that Nancy and I join the Landscaping Standing Committee. This will provide the current Committee to share lessons learned and documents with them.

David's email: [piet.david45@gmail.com](mailto:piet.david45@gmail.com) and cell phone: 703-850-4068



## Bob Sydell Bio

Bob grew up on a family farm in Delaware. After graduating college in Iowa, Bob returned to his deep agricultural roots in the families third generation egg production business. He left the family ag business and became Live Production Manager for Land O Lakes, headquartered in Mn. Bob later migrated with his wife Barb and two sons for a 28 year agricultural career with Wenger Feeds in Rheems, Pa., near Harrisburg. They moved to Fearington Village 5 years ago and recently welcomed their third grandchild. Bob looks forward to serving on the Utilities Committee.

**Notice of Meeting by Mail and Ballot  
for Weathersfield Service Group VI, Inc.**

October 5, 2020

Pursuant to N.C. Gen. Stat. § 55A-7-08, please take notice that the annual meeting of the Weathersfield Service Group VI, Inc. (“Association”) is being conducted by mail for the purposes of electing two individuals to serve on the Board of Directors of the Association for a term beginning in 2020.

**ALL BALLOTS MUST BE RETURNED NO LATER THAN 5:00 P.M. ON OCTOBER 31, 2020**, and the presence of a quorum will be determined from the ballots received as of that date and time.

Please return your ballots using the enclosed self-addressed envelope via regular mail to:

Weathersfield Service Group, VI, Inc.  
c/o Mill House Properties LLC  
1720 E. Franklin Street  
Chapel Hill, NC 27514

Or deposit the sealed envelope with your ballot enclosed in the WSG mail kiosk.

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**[PLEASE SEE NEXT PAGE]**

**Weathersfield Service Group VI, Inc.**

**BALLOT**

**ELECTION OF DIRECTORS**

On the issue of electing two (2) individuals to serve on the Board of Directors for the Association, I vote for the following (vote for no more than two (2) candidates):

\_\_\_ David Piet

\_\_\_ Bob Sydell

\_\_\_ Write-in nomination: \_\_\_\_\_

\_\_\_ Write-in nomination: \_\_\_\_\_

\*Please note if you vote for more than two individuals it will cause your ballot to become void\*

# WSG Reserve Fund Report and Financial Report for Annual Meeting

November, 2020

## Weathersfield Bylaws, Article XVIII:

Section 6. Reserve Fund Report. Members of WSG VI shall be advised in writing of the following, not more than sixty (60) days and not less than thirty (30) days prior to each Annual Meeting:

- a. Any significant adjustments to the assumptions used to manage the reserve account such as useful life, replacement costs, interest rates and inflation factors.
- b. That part of the annual assessment to be allocated to the reserve account for the next calendar year.
- c. The status of the reserve account, including but not limited to information such as total monies in the account, rate of return, list of investments and expenditures with purpose of each.

## Reserve Fund Report

a/c. WSG owns one CD: \$150,000, 10 months, maturity date 12/06/2020, yield 1.55%.

b. For 2021, \$82,000 is projected to be allocated to the Reserve account, making up for the additional expenses in 2019 and consistent with the WSG Long Range Plan adopted in 2018.

c. The Reserve Account is presently valued at about \$210,000, with another \$100,000 in our operating budget checking account. So far in 2020, there has been no Reserve Account activity. Looking ahead, paving and re-roofing of our homes will be major expenses, running to several hundred thousand dollars, and they are the main reason for the need to significantly bolster our Reserve Account. Paving (> \$500,000) will be monitored year to year; re-roofing (>\$600,000) is likely to begin in 2027.

Hoyt Taylor  
WSG Treasurer  
Sept. 17, 2020

## **Weathersfield Bylaws, Article XII:**

### **Article XII**

#### **ASSESSMENTS**

Section 1. Financial Report. At each regular annual meeting of the members, the Board of Directors shall present a budget and an estimate of the assessment for the succeeding calendar year together with a statement of income received and expenditures incurred by WSG VI in the current year up to the date of said annual meeting, and shall make available a copy of such budget, assessment estimate, and statement to the members.

#### **Financial Report**

The 2020 budget, with income and expenditures through August of this year, and a 2021 projected budget is provided with this report.

Inflation continues to be low, and if all goes well we will be able to meet our 2021 budget with no increase in our monthly dues. There are of course no guarantees for the future.

Hoyt Taylor  
WSG Treasurer  
Sept. 17, 2020

## 2021 Budget Worksheet (9/17/20)

	2020 actual as of 7/31/20	2020 full year budget	2021 proposed budget	Difference (2021-2020)
<b>Income</b>				
Late Fee	\$100	\$0	\$0	\$0
HOA Assessment	\$270,770	\$386,880	\$386,880	\$0
Interest	\$5,112	\$2,000	\$2,000	\$0
<b>Total Operating Income</b>	\$275,982	\$388,880	\$388,880	\$0
<b>Expense</b>				
<b>Administration</b>				\$0
Admin.Misc.& Bank Fees	\$53	\$1,200	\$500	-\$700
Tax Returns	\$747	\$500	\$500	\$0
Insurance	\$35,213	\$50,000	\$50,000	\$0
Legal	\$1,305	\$500	\$1,500	\$1,000
Management Contract Fees	\$12,000	\$18,000	\$24,000	\$6,000
Meetings	\$0	\$200	\$200	\$0
Postage & Printing	\$30	\$1,000	\$1,000	\$0
Website	\$321	\$50	\$50	\$0
<b>Total Administration</b>	\$49,668	\$71,450	\$77,750	\$6,300
<b>Grounds</b>				\$0
Grounds-Other	\$9,150	\$27,000	\$27,000	\$0
Landscape Contract	\$58,000	\$87,000	\$75,780	-\$11,220
Tree Removal	\$22,120	\$35,000	\$26,000	-\$9,000
<b>Total Grounds</b>	\$89,270	\$149,000	\$128,780	-\$20,220
<b>Maintenance</b>				\$0
Building Maintenance	\$18,865	\$45,000	\$45,000	\$0
Pressure Washing	\$12,672	\$7,500	\$7,500	\$0
Termite Contract	\$0	\$2,200	\$3,000	\$800
<b>Total Maintenance</b>	\$31,537	\$54,700	\$55,500	\$800
<b>Utilities</b>				\$0
Electric	\$2,351	\$4,200	\$4,200	\$0
Sewer Services	\$2,182	\$14,000	\$8,000	-\$6,000
Storm Water	\$3,775	\$4,000	\$5,000	\$1,000
Trash Removal	\$16,744	\$24,500	\$27,500	\$3,000
<b>Total Utilities</b>	\$25,052	\$46,700	\$44,700	-\$2,000
<b>Total Operating Expenses</b>	\$195,528	\$321,850	\$306,730	-\$15,120
<b>Total Operating income</b>	\$275,982	\$388,880	\$388,880	\$0
<b>Net Income</b>	\$80,455	\$67,030	\$82,150	\$15,120