

Weathersfield Service Group

Board of Directors Meeting - Minutes

February 25, 2021

The Zoom meeting was called to order by President Jo Bolig at 2:00 P.M. Directors David Piet, Bob Sydell, Bill Kearney, and David Spencer were in attendance as well as Treasurer Hoyt Taylor, Secretary Nancy Peterson, and Mill House Properties (MHP) Community Manager Peggy Akers. All of the members of the Board of Directors were present and, therefore, a quorum was present.

President Bolig requested a motion to approve the Minutes of the Board meeting of January 28, 2021. The motion was made and seconded. The Minutes were approved.

Mill House Community Manager's report provided by Peggy Akers

- Mill House's Patsy Smith, HOA Director of MHP, conducted a Zoom AppFolio tutorial for Board members in February. AppFolio is the electronic database that Mill House uses for various WSG functions including:

- maintaining and updating a "directory" of owner and renter information and owner communication, including financial responsibility and work orders
- tracking and managing work orders, financial reports, invoices, etc.
- a shared site for Mill House and the WSG Board to access Board documents and immediately access work requests, status, and related invoices.

Financial report provided by Treasurer, Hoyt Taylor

- Financially, January was a good month, with additional money in the bank.
- Expenses for the recent large landscaping project are expected to be received within the next month.
- Treasurer Taylor emphasized the importance of having cash reserves to provide a cushion for our long range plan. The plan calls for spending more than our current reserves on paving in the next few years and the reroofing of homes that is set to begin in 2027 for close to ten (10) years.

Communications Committee report provided by Jo Bolig for Chair, Dan Green

- The Committee has discussed how to best perform their duties as Covid continues and they will focus on publicizing its mission and encouraging new residents to contact Committee members. To that end, the upcoming Spring Bulletin will include information regarding the evolution of the Committee, the limitations that Covid has created regarding direct contact with new and existing residents, and an opportunity to contact Committee Member Mary Ellen Sweeney to build relationships and encourage communication. Work on the Spring Bulletin has begun. This quarterly Bulletin will also include a report on Weathersfield Board and community activities.
- The updated Landscape forms and 2021 Board documents have been posted to the WSG website.
- The Board is encouraged to contact Committee Chair Dan Green to further utilize the WSG Google Drive, with training provided, as needed.

Landscaping Committee report provided by Chair, David Piet

- Three (3) revised landscaping documents have been posted and are located on the WSG

and Mill House websites. They are:

- WSG Landscape Management 2021-2022
 - WSG Guidelines for Renovations to Homeowner Personal Property and WSG Common Areas
 - WSG Request for Landscaping Modification Approval (Rev. 02/2021)
- Letters relating to landscaping compliance were given a final review and approved by the Board.
 - Director Piet requested the Board's approval of three (3) nominees to the Committee as follows:
 - Shirley Morris
 - Carolyn Clarke
 - Caroline Lloyd

The Board agreed with the nominations and approved the three (3) nominees to serve on the Landscape Committee.

- Davey Tree scheduled the holly tree stump grinding for February 24-25, 2021. Their final cost proposal came in lower than the original proposal.
- Turf treatment and mulching by Ruppert have been scheduled for March.

Architecture, Building, and Street Maintenance Committee report provided by Chair, Bill Kearney

- Nineteen (19) work requests have been received in 2021 year-to-date.
- Warren Ort is exiting the Committee due to increased involvement with the FHA, but will be available for counsel.
- Proposals have been requested, for review by the Board, to repair a parking area experiencing a drainage problem.
- Several roof repairs are being addressed.

Insurance Committee report provided by Chair, David Spencer

- There have been no insurance claims to date in 2021.
- Current WSG insurance policies from Seagroves expire at the end of March. Director Spencer is conducting an insurance evaluation and, in response to his request for proposals, he is receiving quotes for Property/General Liability, Umbrella, and D&O insurance. He is awaiting additional information to finalize the process. The new policies would start on April 1.

Utilities Committee report provided by Chair, Bob Sydell

- The three (3) remaining units identified as possible future sewer problem areas have been inspected by camera. This completes the WSG sewer system inspection project for all units that has occurred over the last few years.
- Rejuvenation of a current storm water rock drainage line along Woodbury is being evaluated as is another drainage issue coming into Woodbury.

Other Business

President Bolig informed the Board that she will represent WSG in meetings that will be held twice each month, regarding the maintenance of Fearrington Village trails.

President Bolig reminded the Board that the next scheduled meeting would be on Thursday, March 25 at 2:00pm. A duly made and seconded motion to adjourn was unanimously approved at 3:42pm.

Respectfully submitted,

Nancy Peterson
Secretary
March 2, 2021