

**Weathersfield Service Group  
Board of Directors Meeting - Minutes  
May 27, 2021  
Zoom Format**

President Jo Bolig called the Zoom meeting to order at 1:58 pm. Directors David Piet, Bob Sydell, Bill Kearney, and David Spencer were in attendance as well as Secretary Nancy Peterson and Mill House Properties Community Manager Peggy Akers and, therefore, a quorum was present.

President Bolig requested a motion to approve the Minutes of the Board meeting of April 22, 2021. The motion was made and seconded. The Minutes were approved.

**Mill House Community Manager's Report - Peggy Akers**

- Peggy Akers reported on work orders since the last Board meeting.

**Financial Report - Treasurer, Hoyt Taylor**

- Although Treasurer Hoyt was unable to attend the meeting, he posted the Financials through the end of April and advised the Board by email that the financials look in order. An apparent overspend to budget was due to early payment of expected large expenses.

**Communications Committee Report - Chair, Dan Green (by email)**

- Chair Green advised the Board that the Summer 2021 Bulletin will go out on June 22.
- The Board was encouraged to offer suggestions for Q&A's in each Bulletin and use the Bulletins as a tool to communicate important information in a timely manner.
- Information was added to the WSG website regarding holiday trash pickup and the FHA's repaving project at the Gathering Place.

**Landscape Committee Report - Chair, David Piet**

- Ruppert continues their Spring/Summer schedule of regular maintenance.
- Camellia Sasanqua and Mountain Laurel were planted to replace holly tree stumps.

**Architecture; Building, and Street Maintenance Committee Report - Chair, Bill Kearney**

- On May 17, 2021 the Board approved the Street Maintenance Committee's recommendation to mill and replace asphalt in four (4) closes prioritized as the first of 3 Phases per the 2018 WSG Reserve Study prepared by Giles-Flythe Engineering, including several other areas needing repair. The Committee considered three (3) contractors and selected Raleigh Paving for being priced within the WSG Reserve Plan Budget for Phase 1 and having the ability, equipment, and a strong endorsement by the Camden HOA. Work will occur over 1-2 weeks in late summer (targeting September). Beginning in June, residents will be further advised of plans and impacts and updated throughout the summer.
- Forty nine (49) work requests have been received in 2021 year-to-date.
- Four (4) property modification requests were approved in May.
- The Committee is reviewing roof inspection options/proposals for identifying and reporting potentially adverse conditions that need attention. A next step will be to seek bids from roofing contractors to proceed with replacing vent boots while assessing the condition and recommending any further actions with chimney caps and flashing.

### **Insurance Committee Report - Chair, David Spencer**

- There have been no insurance claims to date in 2021.
- Hartford, WSG's insurance agency for Property/General Liability, conducted an inspection in May. To date, Director Spencer has not been notified of any issues.
- To prevent home-related issues, Director Spencer recommended that the Board remind residents that inspections of fireplaces, air conditioning units, smoke alarms, dryer vents, etc. are their responsibility and stress the importance of proper maintenance, including scheduling regular inspections.

### **Utilities Committee - Chair, Bob Sydell**

- There has been no new sewer or storm water work needed since first quarter 2021.
- Preventative maintenance for the sewer is planned for February 2022.
- Now that utilities are stable and there are no other current or future utility projects scheduled at this time, Director Sydell will focus on creating a long range plan to proactively evaluate and maintain WSG's utilities.

### **Nominating Committee Report - President and Committee Chair, Jo Bolig**

- President and Chair Bolig requested the Board's approval of three (3) nominees to the Nominating Committee as follows:
  - Barbara Gilbert
  - Barbara Layton
  - Shirley McLaughlin

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

### **President's Report - Jo Bolig**

- President Bolig reported on the progress of the FHA "Trails and Paths" Committee. Director Piet, who will attend the next meeting, discussed ideas regarding how to maintain the WSG path, which runs from Swim and Croquet to the smokehouse. It was decided that the next step will be to contact Jesse Fearington to inspect the WSG path to help determine what WSG needs to do to meet established guidelines.

### **Other Business**

- President Bolig advised the Board that, although the next scheduled Board meeting is in September, break-out meetings of committees including the Nominating Committee, the Ad Hoc Committee that is conducting the management company search and other meetings, as needed, will occur in the summer.

At 3:05 pm President Bolig made a motion to adjourn the meeting, which was seconded and approved without dissent.

Respectfully submitted,

Nancy Peterson  
Secretary  
May 29, 2021