

**Weathersfield Service Group  
Board of Directors Meeting - Minutes  
September 16, 2021**

**Zoom Format**

President Jo Bolig called the meeting to order at 2:00 P.M. Directors Bill Kearney, David Piet, David Spencer, and Bob Sydell were in attendance as well as Treasurer Hoyt Taylor and Mill House Properties Community Manager Peggy Akers. Secretary Nancy Peterson and Communications Officer Dan Green were absent. A quorum was present.

President Bolig requested a motion to approve the Minutes of the Board meeting of May 27<sup>th</sup>, 2021. The motion was made and seconded. The Minutes were unanimously approved. No homeowners joined the meeting via Zoom during the Open Comments portion of the meeting.

**Mill House Properties Community Manager's report provided by Peggy Akers**

Peggy reported on work orders since the last Board meeting. We have 3 new work orders and 1 closed work order. Additional information pertaining to Peggy's report was provided by the committee chairpersons as they gave their reports.

**Financial report provided by Treasurer, Hoyt Taylor**

Hoyt reported that insurance premiums are now paid quarterly rather than monthly. The final premium for this year will be paid in October. Hoyt presented the proposed 2022 budget. After much discussion, the tree removal line of the budget was increased from \$26,000 to \$30,000. With no additional changes to other line items, the effect will be a reduction in the forecasted net income to \$89,438. The Board approved the budget which will be included in the packet of information sent to all homeowners in advance of the Annual meeting. The Board believes that this budget is in keeping with our long-term planning.

**Communications Committee report provided by the committee chair, Dan Green**

The report to Board members included modifications to the "Welcome Packet" provided to new residents. A question was asked about the status of the "Fall Bulletin Reminders" which will be sent out by this committee to determine if there was still time to make updates.

**Landscape Committee report provided by Chair, David Piet**

Pruning of common areas began in July. Pruning on private property began August 11 and is on-going, as is mowing and edging. "Tipping Off" will be needed on several plantings where significant sprouting has occurred since rejuvenation to keep them looking neat. Ruppert will be doing the upgrades on WSG's path that borders Village Way in preparation for its care/maintenance to be transferred to the F.H.A. Weathersfield will continue to own the property and will be listed as an additional insured on the F.H.A. policy. Funds will be taken from Reserves to pay for this project. A barrier of some sort may need to be

constructed around the culvert approaching the Smokehouse mail kiosk so that pedestrians will be less likely to sustain injury should they step off the path in that area.

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

A “Request for Property Modification Approval” has been received and approved for a deck under construction at 522 Swim & Croquet. The annual termite inspection of garages and crawl spaces is scheduled for October 13<sup>th</sup>. Homeowners have received notification of this. A make-up date will be scheduled for garages and crawl spaces missed on this originally scheduled date. Raleigh Paving will begin its work during the week of October 18<sup>th</sup>. They will probably begin work in some of the smaller closes. Notifications will go out to the effected homeowners by the end of September. Information will also be provided on the WSG website as it is available. CTI will be doing blowing of the roofs during the second week in November. While workmen are on the roofs, they will make observations and document any repair issues involving shingles, vent boots, flashing, etc.

**Insurance Committee report provided by Chair, David Spencer**

The concerns raised during a recent inspection have been taken care of by Davey Tree. Good “before” and “after” photographs of the problem trees were taken. These photographs, along with the invoices for the completed work, have been provided to our agents at Nationwide who forwarded them to Harford Insurance. Davey Tree will do another survey later in the fall to note any trees or limbs that overhang townhomes and garages and pose a danger.

**Utilities Committee report provided by Chair, Bob Sydell**

John Tyrrell (585 Woodbury) was nominated and approved as a new member of the Utilities Committee. Several concrete flat top drains have been raised. Ruppert will clean parking lot drains later in the fall after the leaves have fallen. An additional landscape drain will be installed. A cracked flat top drain in front of 584 Woodbury is being replaced.

**Nominating Committee report provided by Chair, Jo Bolig**

On August 28, 2021, the WSG Board approved the slate of three (3) Directors presented by the Nominating Committee. They will be voted on at the Annual Meeting on November 6 by homeowners.

**President’s report by Jo Bolig**

The Board discussed the format for this year’s Annual Meeting and decided that, due to continued health and safety concerns related to COVID, an in-person meeting at the Gathering Place would not be wise. Information will be sought as to how a meeting in Webinar format can take place. Jo Bolig will contact the FHA to see how they have conducted some meetings in this format. Peggy Akers made the Board aware of pending legislation concerning approved methods for HOAs to conduct Annual meetings in virtual or other formats that aren’t in-person. Board attorney Lori Jones may be consulted for additional input as plans progress.

**Other Business:**

Due to continuing health and safety concerns related to the COVID Variant, the Board has decided to hold its next monthly meeting on THURSDAY, October 28<sup>th</sup> at 2:00 P.M. via ZOOM format.

The meeting was adjourned at 3:40 P.M.

Respectfully submitted,

Jo Bolig  
President  
9/20/2021

ADDENDUM: After further consideration of various format options, the decision was made on 9/18/21 to hold the Annual Meeting in “meeting by mail” format.