

**Weathersfield Service Group
Board of Directors Meeting - Minutes
October 28, 2021
Zoom Format**

President Jo Bolig called the Zoom meeting to order at 2:00 pm. 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 Community Manager Peggy Akers and, therefore, a quorum was present.

President Bolig requested a motion to approve the Minutes of the Board meeting on September 16th, 2021. The motion was made and seconded. The Minutes were approved.

Mill House Community Manager's Report - Peggy Akers

- Peggy Akers reported on a busy October regarding work orders since the last Board meeting.

Financial Report - Treasurer, Hoyt Taylor

- Treasurer Hoyt stated that the September financials were favorable and have been posted on the WSG website.

Communications Committee Report - Chair, Dan Green

- Information was added to the WSG website and in emails to update homeowners and residents on current projects. Full details of the mail-in Annual General Meeting were posted, and in emails and posts residents were encouraged to vote on a proposed monthly dues increase and three new board directors.
- The Committee is able to be more active due to Covid restrictions easing up.
- The Committee began distributing an updated Welcome to Weathersfield Packet to new residents.
- The 2021 Winter Reminders Bulletin will be distributed and posted in late December so board input through early December was solicited.

Landscape Committee Report - Chair, David Piet

- Aeration and over seeding were completed by Ruppert the week of October 21.
- Chair David Piet and Keith Wright of Davey Tree will do a survey walk focused on fallen or dead limbs, trees, the previous pruning of crepe myrtles in Common Areas, and branches that overhang house and/or garage roofs. This is to monitor them and mitigate any potential insurance issues.
- Once fallen leaf maintenance is finalized, Ruppert's winter schedule will begin with less routine maintenance required.
- The WSG Path was upgraded by Ruppert; gravel and a split rail fence were installed. WSG's work was checked and approved by FHA's Jesse Fearington. The next step is to turn future maintenance of the Path over to the FHA. The Board discussed its previous decision to turn maintenance over to the FHA, and after a thorough reevaluation due to additional information and experience in upgrading the Path, a motion was made and approved unanimously to reaffirm the decision to turn the maintenance responsibility over to the FHA.

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

- No new Property Modification Requests were received in October.
- Ninety four (94) homeowner maintenance requests were fulfilled by Millhouse year-to-date, primarily dominated by garage doors, roof repairs, and porch railings.
- Crawl space and garages were inspected for termites and no termite activity was found.
- Raleigh Paving milled and replaced asphalt October 18-20 in WSG closes 520-523, 524-529, and 546-551. Repaving in the 582-593 closes occurred the week of October 25. Director Kearney answered questions regarding procedures and next steps. Chad of Raleigh Paving has done a walkthrough. Final work and another walkthrough will complete the project. Director Kearney recommended applying a seal coat in a year to ensure that the work just done will last as long as possible.
- CTI will blow off home and garage roof debris beginning November 8. CTI will report observable roof issues for follow-up action. A notice will be posted on the WSG website, regarding the schedule.
- Pressure washing home and garage siding has been scheduled with Southern Outdoor Restoration for June 2022.

Insurance Committee Report - Chair, David Spencer

- There have been no insurance claims to date in 2021.
- Current WSG insurance policies from Seagroves will expire at the end of March. An insurance evaluation will be conducted, beginning with an RFP issued to four (4) insurance agencies. The RFPs will request proposals for Property/General Liability, Umbrella, and D&O insurance.

Utilities Committee - Chair, Bob Sydell

- No sewer backup problems were reported and no preventative work in this area is planned for the remainder of 2021.
- Raising concrete flat top storm drains is on-going. Rip-rap may be added to some drains. Parking lot drains will be cleaned as needed (possibly starting in November).
- Difficulty continues in finding water meter shut-offs so the Committee is investigating ways to make the process easier.

Nominating Committee Report - President and Committee Chair, Jo Bolig

- There were no new developments from the Nominating Committee.

President's Report - Jo Bolig

- President Bolig and the Board discussed each question and concern raised by homeowners during the mail-in Annual Meeting process. The Board expressed appreciation for the comments made by homeowners and thoroughly considered each comment and the response to it. Homeowners will receive responses from the Board to their questions or concerns individually and electronically.
- All ballots received will be given to Millhouse to independently conduct and ensure an accurate final count. Results of the balloting for Directors and the dues increase will be available by November 6, 2021.

At this time, MH Property Manager Akers left the Meeting and President Bolig adjourned the meeting so that the Directors and Officers could convene in Executive Session.

In closing, this is the last Board meeting attended by President Jo Bolig and Director and Committee Chair Bill Kearney, due to Board term limits. The Board gratefully acknowledged their leadership, dedication, and passion for the residents of Weathersfield and the pleasure of working with them.

The meeting adjourned at 3:45 pm, in response to a motion made, seconded, and voted on by the Board.

Respectfully submitted,

Nancy Peterson
Secretary
October 31, 2021