

**Weathersfield Service Group (WSG) HOA
Board of Directors Meeting - Minutes
September 15, 2022
The Gathering Place**

President David Spencer called the meeting to order at 2:00 pm. Directors David Piet, Bob Sydell and Steve Krasnow were in attendance, and, therefore a quorum was present. Communications Chair Dan Green, Treasurer Hoyt Taylor and Mill House Properties (MHP) Community Manager Peggy Akers were also in attendance.

President Spencer requested a motion to approve the Minutes of the Board meeting of June 23, 2022. The motion was made and seconded. The Minutes were approved.

Mill House Community Manager's Report - Peggy Akers

Four work orders are underway, sewer inspections for the year are complete and the Landscaping committee is dealing with another change in local management of the Ruppert crew. Termite inspection is planned for later in the month (September 27).

Treasurer's Report - Treasurer, Hoyt Taylor

- Spending vs income remains generally on track. A draft budget for 2023 was distributed and discussed. Increases were proposed for several line items due to strong inflation as well as enhanced needs. Those areas included insurance, landscape contract, building maintenance (increases predicted primarily for increased porch repairs), sewer services and storm drains. Consequently, the board approved the 2023 budget along with an increase in the HOA assessment of \$25 per house per month, which is a smaller increase that would be called for if it mirrored the increase in the consumer price index (CPI).
- A model for long-term reserves build vs capital project planning as called for in the 2018 reserve plan (recently updated for inflation in roof replacement costs) was also presented and discussed. It showed that with steady small increases in HOA assessments per year, all planned paving, roof and siding replacement and porch projects could be done while maintaining a positive cash balance through 2038, mitigating the need for any special assessments. The cost of creating this reserve plan was about \$5,000 and a new reserve plan should be commissioned in 2024 or shortly thereafter to make sure WSG remains on track as the community ages. This is particularly important given the increase in home values experienced over the last year, enhancing the need to protect our investments.

Architecture Committee Report - Chair, Steve Krasnow

- New deck and other projects have been submitted and approved. The committee will remain alert to make sure structures comply with the Covenants.

Buildings and Street Maintenance Committee Report - Chair, Larry Layton (in absentia)

- The building maintenance report was reviewed and discussed. The new contractor for porch repairs has been doing good work. After evaluation, it was concluded that shifting porch work to new non-wood composites would be prohibitively expensive, so repairs will continue with seasoned wood, but insuring the proper pieces and the use of screws, not nails.

Communications Committee Report - Chair, Dan Green

- The Fall bulletin will be issued later this month. Reminders on the termite inspection and fall pruning will be included. Although the date for the former has been set, it is not yet known when the pruning will be done. It is somewhat weather-related (to preserve plant health) but anticipated for the first half of October.

Insurance Committee Report - Chair, David Spencer

- President Spencer stated that no claims had been filed.

Landscape Committee Report - Chair, David Piet

- As stated earlier, the committee is working through personnel changes at Ruppert. It was noted that some fallen limbs near the grove had not been cleared in a timely manner. Fall planting plans for residents needing new plants are being formulated and will be carried out most likely in late October. Committee members and Director Sydel were thanked for filling in for Director Piet during his extended absence.
- In reviewing the budget, it was noted that Davey Tree work up to now has consumed much of the 2022 budget, but still leaves a modest balance in anticipation of hurricane-related damage later this year. More funds are available in other Landscaping budget areas to compensate if damage is higher than expected.

Utilities Committee - Chair, Bob Sydel

- This year's portion of the planned sewer line inspections and the necessary repairs have been completed.
- Ruppert will take over cleaning of parking lot drains. Further drainage improvement projects are underway.

Nominating Committee - Chair, David Spencer

- The Nominating Committee of Director Spencer, Director Krasnow and Barbara Layton was formally approved following earlier email approval by Board Directors. Plans for nominations following the end of the current two year terms of two Board Directors were discussed and agreed upon.

Rental Cap Project

- Copies of the draft Covenants amendment and ballot form for this proposal were approved for distribution by the Board. Comments on the cover letter were solicited with a view toward finalization by September 22. The plan is to distribute these materials in a separate packet along with the preparatory materials for homeowners for the Annual General Meeting of November 5. The ballots will be dated October 4, which is the formal start of the voting period and will end on December 2. Only those ballots received in that period can be counted and a total of 78 household "yes" votes is necessary for adoption of the amendment.

Annual General Meeting (AGM) preparations - Chair, David Spencer

- Contents of the informational package to go out to homeowners around October 4 for the November 5 AGM were discussed. Committee reports must be received by September 22 so that they can be sent to Mill House in time for packet preparation and mailing.

Other business

- A question was raised in the community regarding the use of portable generators in emergency power outage situations. After examination of the covenants and considering the temporary nature of such usage under circumstances in which the

need may be great (e.g., preserving refrigerated medications), the Board agreed that such use was permissible. A guideline for temporary emergency use of portable generators will be drafted.

At 3:45 pm, President Spencer entertained a motion to adjourn the meeting which was seconded and approved.

The next regularly scheduled Board of Directors meeting will be Thursday, October 27, 2022 from 2:00 to 4:00 pm at The Gathering Place.

Respectfully submitted,
David Spencer
President
September 16, 2022