

**Weathersfield Service Group
Board of Directors Meeting - Minutes
March 23, 2023
The Gathering Place and Zoom Format**

President David Spencer called the in-person/zoom meeting to order at 2:00 pm. Directors David Piet, John Tyrrell and Larry Layton attended on-site, Steve Krasnow attended via Zoom, and, therefore, a quorum was present. Communications Officer Joyce Brennan, Treasurer Hoyt Taylor, Secretary Nancy Peterson, and Mill House Properties (MHP) Community Manager Peggy Akers were also in attendance.

President Spencer requested motions to approve the Minutes of the Board meeting on February 23, 2023 as well as the March 10, 2023 Minutes of the Board's electronic approval of the recommendation regarding the WSG Insurance renewal effective April 1, 2023 - March 31, 2024. The motions were made and seconded. Both Minutes documents were approved.

Mill House Community Manager's Report - Peggy Akers

- Manager Akers focused on a meeting held to discuss garage roofs that may need to be replaced and the approval of Ruppert's proposal to plant new bushes and remove dead ones.
- There were fourteen (14) new work orders and five (5) completed work orders in the last 30 days, more than in February.

Financial Report - Treasurer, Hoyt Taylor

- Tara Lacara at Mill House is working on software bookkeeping issues, which has slowed completion and posting of the monthly Financial Report.
- Treasurer Taylor noted that we continue to be on track regarding financials.
- As a follow-up to last month's meeting, Treasurer Taylor further reviewed and considered a proposal to convert existing CDs and cash in the WSG reserves to T-bills, in response to a recommendation made by a Weathersfield homeowner and subsequent Board research. Treasurer Taylor is in favor of moving forward, however, he is running into some complications regarding bank charges, etc. In addition, there was a discussion to consider CD's as well because rates have improved markedly since the Board's last meeting. The Board formally proposed and unanimously made a motion for the Treasurer to move forward as follows: The Board grants the WSG Treasurer authority to work with Mill House in moving reserve funding to 2-year or lower duration CDs or T-bills at interest rates about 4% or higher as soon as a cost-effective method can be identified, either with our existing bank or not.

Architecture Committee Report - Chair, Steve Krasnow

- An issue regarding a structure in front of an owner's unit has been resolved.
- Requests regarding an impending complete renovation of a newly purchased home are being considered, including vent locations, dumpster size and location, and time restrictions.

Buildings and Street Maintenance Committee Report - Chair, Larry Layton

- Chief Roofing has been involved in addressing a few roof leaks and evaluation regarding moss on several garage roofs. Since the moss is on older roofs, there was discussion regarding possibly replacing those roofs and others that are aging and are among the twelve (12) garage roofs not replaced in 2019. An estimate from one company for replacement of three (3) roofs is in hand and the board agreed that an estimate for all

twelve (12) garages should also be solicited from the same company, as well as one other the board has worked with. It was noted that the cost of roof replacement comes from the finance reserve fund.

- Masonry work on the initial six (6) of the seven (7) brick front porches has been completed. Plans for the 7th are being discussed with additional porches needing repair. Satisfied with the work that has been done, there are additional porches that need to be completed. Weather permitting, these should be done in the next several weeks.
- Director Layton sought Board approval to proceed on a plan for phase two (2) of garage inspections (for twelve (12) garages). This amount allows room for 7-10 additional garages that routinely develop issues. Last year's phase one resulted in thirty-two (32) inspections. As planned, the total of forty four (44) garages, along with roughly fourteen (14) others that will arise during the year would constitute over half of the WSG's total units having been inspected in the last two years, as planned. Approval was granted.

Communications Committee Report - Chair, Joyce Brennan

- Additional updates were made to the "WSG Quick Reference Manual" including requesting electric car charging stations, updates to trash and recycling guidance, and landscaping and insurance information.
- An announcement of the spring opening of Wednesday Grove get-togethers was made via flyer and on the website.
- Additional items for the soon-to-be-issued Spring Bulletin were gathered.

Insurance Committee Report - Chair, David Spencer

- No insurance claims have been made on our policies to date in 2023.
- The recommendation for WSG insurance from April 1, 2023-March 31, 2024 was reviewed and approved by the Board on March 10.

Landscape Committee Report - Chair, David Piet

- Mulching will take place on Wednesday and Thursday, March 22 and 23.
- Ruppert will begin their regular 4x/month routine maintenance the first week of April, each Wednesday, weather permitting.
- The Landscape and Utilities Committees are working together to enhance and refresh the Grove, if costs are approved. This would include cleaning up the area and removing any roots or stumps to prevent tripping; new lights; inspecting the underlayment under the gravel and fix areas, as needed; and, applying new gravel and pine straw.

Utilities Committee - Chair, John Tyrrell

- As part of the yearly preventative rotation process, Pure-Line was to scope the exterior cleanouts of forty-six (46) homes in March; however, only twenty six (26) cleanouts were found. Of those 26 camera-scoped cleanouts, twenty-five (25) appeared to be in good shape with no blockages or root intrusions. Finding and scoping the remaining (possibly 20) cleanouts will require Pure-Line to spend more time searching for access. Additionally, where it has been historically thought that some duplex units shared cleanouts that may not be the case. In order to determine the configuration of each unit, many sanitary sewer lines will need to be scoped from the inside. It is now likely that there are several configurations for the Weathersfield sanitary sewers.
- One unit experienced a sanitary sewer backup in February and the only visible outside cleanout between the duplex units was cleared. The owner still experienced backup

and the plumber returned. It was discovered that this unit had its own cleanout which was outside and underground, therefore not visible. Once located, it was then cleaned out.

- As a follow-up to last month's discussion that several of the lights in the Grove are still not working properly, despite repair last year, Director Tyrrell discussed new light installations with two contractors. This new lighting would be part of the proposed enhancement of the Grove. Additionally, David Piet has asked Ruppert to provide an estimate for the installation of new replacement lighting as part of the proposal for overall improvements of the Grove.

At 4:03 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, April 27, 2023 from 2-4 pm at The Gathering Place.

Respectfully submitted,

Nancy Peterson
Secretary
March 26, 2023