

Weathersfield Service Group (WSG) HOA
Annual General Meeting Minutes
2:30pm
November 4, 2023
The Gathering Place

President David Spencer called the meeting to order at 2:30pm. Directors David Piet, John Tyrell, Steve Krasnow, and Larry Layton were in attendance. Joining them were Treasurer Dianne Gray, Communication Officer Joyce Brennan, and Millhouse Properties (MHP) representatives Michelle Johnson and Tara Lacara. A quorum of homeowners was reached by those in attendance and proxies cast by those who did not attend.

- President Spencer welcomed homeowners and introduced members of the Board who were present. He then asked newly appointed Treasurer, Dianne Gray, to say a little about herself.
- President Spencer presented a Certificate of Appreciation to Hoyt Taylor, who had been Weathersfield Board Vice-President, then longstanding Treasurer since 2015.
- In providing a recap of the past year, President Spencer said that the new rental cap covenant had been registered last December. He also said that The Grove had been successfully redone, with new lights and other improvements. He said that the Board had started to provide more preventive services. President Spencer said that over half of the porches in Weathersfield had been either refreshed or rebuilt, and that the last 12 garage roofs had been replaced. He also pointed out that drainage improvements had been made along the streets in Weathersfield.
- Looking ahead, President Spencer said that the dues for 2024 would be going up by \$15/month. These additional monies were primarily needed for our reserves, to help us replace the housing roofs between units 2027 and 2035 and to complete the paving of the closes that was begun two years ago.
- He thanked everyone who had served the community in various ways.

Annual Reports from Standing Committees

- **Architectural.** Director Krasnow pointed out that it was good when people wanted to upgrade their units, but it was important to read the covenants first and to call a member of the committee with questions, if needed, before submitting the necessary application for modifications. He said that in the past twelve months, applications had been approved for new porches, decks, and paths, etc.
- **Building Maintenance.** Director Layton spoke about the new preventive maintenance program which should help reduce expenditures over time. For example, if a garage door wasn't opening correctly, the new garage company, Open Door, would come out and inspect the whole system, making any necessary repairs. This prevented the need for multiple visits to a single homeowner's unit. He said that our aging roofs were leaking more, given some of the significant rainfall events, so our contractor, Chief Roofing, would be inspecting all the roofs so that repairs could be made before problems occurred. He also said that address signs had been ordered to go above the door on each garage so that contractors, such as the termite inspector and others, could refer to a specific garage unit. These new signs were going to be installed by committee members to save several hundred dollars. One person in attendance asked why residents had not been informed about these new address signs. Director Layton said that the request for these

numbers had come from several residents. Another attendee asked what they should do if the power went out since they no longer had the key to their garage. Director Layton said that the Board would get a new one made in such cases, but he asked that residents who move remember to give the garage key to the new owner. Finally, a resident asked if handles could be put on the bottom of the garage door which would make it much easier to pull up manually when necessary. Director Layton said he would look into this.

- **Communications:** Joyce Brennan thanked the many volunteers who had helped with communications, particular Dinah McAllister, who put together the quarterly information bulletins, and our webmaster, Dan Green, who sends out emails with important information and posts upcoming events on the website.
- **Insurance.** President Spencer thanked Hope Weber, who had worked professionally in insurance, for her help reviewing our coverages. He said we had an excellent relationship with the Seagroves Insurance Agency, and we were fortunate that our premiums had remained relatively stable. However, our costs did rise somewhat because, in this inflationary environment, we recognized that our replacement costs had been underestimated so this was changed. When asked if homeowners needed to have insurance for the sewer connection that went from their home to the main pipe owned by Fitch Utilities, David said this was unnecessary because that was covered by the HOA insurance.
- **Landscaping.** Director Piet thanked residents for putting leaves and sticks in paper bags and placing them in the designated pickup point in each close. He said that there was only one more year on the contract with Ruppert, so we will be going out to bid in 2024. Director Piet said that staffing had been a problem for Ruppert, and that we had gone through a number of assistant managers, with the latest one being the most challenging. Nevertheless, he felt the company did a pretty good job overall and that they have a program to help Latino's obtain citizenship over a three-year period. An attendee pointed out that Ruppert wasn't removing sticks and bark that kept falling from the trees, but Director Piet said they were supposed to and he would remind them again. He also said that Davey Tree just completed their annual tree survey, and that the necessary work would be done in January. He reminded everyone that trees with orange tape would be pruned while those with white painted marks would be removed.
- **Utilities.** Director Tyrrell said that the committee will continue to proactively inspect sanitary sewer lines for each townhome. This is to identify and repair existing or potential problems, hopefully preventing or mitigating the likelihood of more significant problems in the future. This year, 45 townhomes had sanitary sewer line inspection by camera scoping. 10 clean-outs could not be located. The other 35 were generally problem-free or needed only minor repairs. Significant repairs are costly. This year, for example, it cost \$6,500/each to correct problems in just two areas. In one of those areas, the landscape restoration expense was (approximately) an additional \$4,700. In 2024, approximately 30 homes are scheduled for inspection by camera scoping. Additionally, the 10 homes where clean outs could not be located in 2023 remain on the list, hopefully, to be located next year. The current plan calls for the sewer lines of each home to be scoped once every 3 years. Also this year, drainage work was done by DOT along the east side of Woodbury to resolve issues created by storm water. This work caused additional runoff problems. Ultimately, recommendations made by the NC Cooperative extension were made that slowed the storm water. In this 11/4 meeting, the subject of landscape drains (these are green drains often set in lawn areas on or very close to townhouse lots) was raised. Director Tyrrell advised that

owners contact him directly if there are problems with these drains. Director Tyrrell was also asked if the lights at the Grove could remain on until 11:00pm each night. The Grove lighting, controlled by a timer, will now remain on until midnight.

Treasurer's Report – Dianne Gray

- Ms. Gray thanked Tara and Michelle from Millhouse Property Management for preparing the financials each month. She also thanked Hoyt Taylor for his years of work as Treasurer. She reminded everyone that the updated financials could be found online and were also posted in the Gathering Place Mail Kiosk, and that our monthly dues would be going up by \$15.00/month, which would generate \$20,000 in additional income. She said that she was looking for one to two volunteers who would join her on the Finance Committee.
- Ms. Gray then called on Director Krasnow to talk about the Reserve Study. He pointed out that our last reserve analysis had been done in 2018, and that it was good financial policy to do one every five to six years. Given the current inflationary environment, the Board had decided to do a new study in 2024, and they were hoping that one or two volunteers would step up to review the results of this new study, which would be done in January.

Election of Directors

- President Spencer turned to the election of directors for terms of two years, beginning after this meeting. He introduced the three nominated candidates, Steve Krasnow and Larry Layton (for reelection), and Bob Spillane. Since Bob is a new nominee, he was given an opportunity to say a little about himself to those present. President Spencer then asked for nominations from the floor, but there were none.
- Director Krasnow then stood up and thanked Dave Spencer for his valuable service to the Board. He said that a certificate of appreciation would be forthcoming.
- President Spencer then gave attendees who had not already voted by proxy an opportunity to cast their votes. When the votes were tallied, Steve Krasnow (49 "yes" votes), Larry Layton (50 "yes" votes), and Bob Spillane (49 "yes" votes) were elected. Fifty (50) eligible households voted and fifty four (54) did not vote.

At 3:55 pm, with the election results received and no other questions, President Spencer adjourned the meeting.

Respectfully submitted,

Rose Krasnow on behalf of
Nancy K. Peterson, Secretary
November 8, 2023