

**Weathersfield Service Group
Board of Directors Meeting - Minutes
April 25, 2024
The Gathering Place**

President Steve Krasnow called the meeting to order at 2:00pm. Directors Bob Spillane, John Tyrrell, and David Piet attended the meeting. Therefore, a quorum was present. Secretary Nancy Peterson and Communications Chair Joyce Brennan were also in attendance as was Mill House Properties (MHP) Director of HOA Operations, Michelle Johnson. Residents Rebecca Newton and Ernie Clarke were in attendance for the meeting, except when a vote was held to approve their nomination.

President Krasnow requested a motion to approve the Minutes of the March 21, 2024 Board meeting. The motion was made and seconded and the Minutes were approved unanimously.

Mill House Manager's Report - Michelle Johnson

- Since the last Manager's Report, eight (8) new work orders were received and four (4) have been closed.
- Rental requests are being reviewed and evaluated.

Nominating Committee Report- Chair, Bob Spillane

- Director Spillane has successfully led the search to find qualified candidates for the open Treasurer, Vice-President, and Director and Chair of the Buildings & Maintenance Committee positions. These open Board positions are due to the departures of Larry Layton as both Vice President and Chair of the Building & Maintenance Committee and Dianne Gray as Treasurer. Prior to this meeting, Director Spillane sent bios to the Board members to review regarding three nominees and they also were distributed by President Krasnow along with the Board Agenda for this meeting.

Director Spillane requested a motion to approve the following nominations for Weathersfield Service Group VI, Inc:

- Rebecca Newton as Treasurer
- Ernie Clarke as Director and Chair of the Buildings & Maintenance Committee
- Nancy Peterson as Vice President.

Important to note:

- + The motion was made and seconded. Directors Piet, Spillane, and Tyrrell and Board President Krasnow voted on and approved the nominations unanimously in this meeting, on April 25, 2024.
- + Rebecca Newton, Treasurer, Ernie Clarke, Director and Chair of the Buildings & Maintenance Committee, and Nancy Peterson, Vice President will serve for the remainder of the terms of the Board members they are replacing.
- + Treasurer Rebecca Newton's responsibilities will include doing banking business.

Architectural Committee Report - Chair, Bob Spillane

- Chair Spillane discussed recent homeowner requests that were approved.
- The plan to make the entrance signs to the closes more visible by using reflective paint (for nighttime) has been challenging - to date a suitable paint has not been found. Other options were discussed and a decision was made to prepare and view a mock up sign that is more visible; however, is in keeping with the effective, low-key style of our other recent signs. Work continues to resolve this issue before any other action is taken.

- Chair Spillane submitted dumpster guidelines to the Board for review. A draft of the feedback received by Board members will be sent out by email to them for approval no later than the next Board meeting to be held on May 23, 2024.

Insurance Committee Report - Chair, Steve Krasnow

- A large tree that recently fell on two (2) Weathersfield homes caused a significant amount of damage. Damage to one unit included significant chimney damage, and to the second unit there was roof damage penetrating the upstairs hallway, a shattered kitchen skylight, and extensive rafter and fascia damage.
- Hope Weber, our resident insurance specialist, is overseeing the process with the Seagroves Agency/Harford Insurance, WSG's insurance company, regarding the fallen tree. An insurance claim was filed and a simultaneous inspection was conducted on April 24 by Harford, Chief Roofing, and a structural engineer. This process will assess the extent of the damage, the cost of repairs, as well as the plan deductible to be met by the HOA. The Board awaits the decision regarding the amount of money to be paid by Harford and is hugely appreciative of the professional expertise and support Hope is providing us!
- The last significant tree to fall causing damage in Weathersfield was approximately five (5) years ago when a tree fell on a garage roof. The damage was minimal in that the cost of repairs did not reach the \$10,000 plan deductible, according to President Krasnow.

This time, proactively and with concern because of the extent and potential cost of the damage, an ominous forecast for the 2024 hurricane season, and our tree-filled environment, there was much discussion that included scheduling a meeting with the Board and Hope for an in-depth conversation and communicating to our residents the information they need to ensure an understanding of our insurance coverage, in and out-of-pocket costs, and how our coverage relates to the HOA as well as the personal decisions they need to consider regarding individual insurance liability coverage. In addition, with the expectation of rising insurance costs, discussions will include additional ways to reduce costs. This is a top priority.

Landscaping Committee Report - Chair, David Piet

- Chair Piet, working closely with Davey Tree, surveyed the fallen tree damage, and discussed how to remove the tree. It was removed quickly to meet our needs. Chief Roofing tarped the roof, including a gaping hole. Based on the outcome from Harford, it is hoped that all/most of the \$4,620 for the tree removal will be returned to the Tree budget.
- Ruppert is continuing with weekly maintenance on a Spring to Fall schedule.
- Annual pruning of both parking areas as well as private property will take place during the first two (2) weeks of May. Flagging tape will be available for use in each Close.
- Helleri Holly shrubs that died due to the rejuvenation several years ago were replaced along the common area of one (1) close.
- The Committee is reviewing whether Ruppert will continue using gas blowers in Weathersfield or switch to electric, which are quieter. There are pros and cons to each.

Buildings and Maintenance Report - President, Steve Krasnow

- There was discussion regarding work orders including a tree root that prevented a crawlspace door from being opened.
- The Board looks forward to working closely with Ernie Clarke in his new role.

Utilities Report - Chair, John Tyrrell

- Chair Tyrrell reported on his discussion(s) with Out the Door Plumbing to explore root remediation options, as a proactive approach to avoid major sewer line breaks, and he now feels it may be unnecessary.
- The search will resume in May to try to locate the missing clean outs amongst the remaining approximately thirty (30) units that require camera scoping of the cleanouts/sanitary sewer lines.

Communications Report - Chair, Joyce Brennan

- The Spring Bulletin and Spring Fling flyer were created and delivered.
- An email reminder about the upcoming Spring Fling event was sent.
- The new Handicap Ramp Guidelines document was posted.

Treasurer's Report - President, Steve Krasnow

- President Krasnow discussed March 2024 financials and the Year-to-Date budget. He requested a motion to approve the March financials. The motion was made and seconded and the March financials were approved.
- The Financial Committee and Board members are looking forward to working with and transferring information to Rebecca Newton, our new Treasurer.

Other Business - President, Steve Krasnow

- **Reserve Study:** Reserve Advisors (RA), the company selected to do the WSG Reserve Study, will conduct their inspection beginning at 9:30am on May 14, 2024. Board members are to submit questions and suggestions no later than May 7 and are welcome to attend.
- **New Rentals/Rental Cap:** President Krasnow will contact attorney Harmony Taylor to review the WSG rental cap documents as WSG approaches the 12% rental cap. Once approved, communication regarding the status of the rental cap and other important information will be sent to all homeowners.
- **Communication with Mill House:** Director Piet presented a non-binding "write-up" to clarify each Board Committee Chair's communication protocol with Mill House. This is to create guidelines for current and future WSG Board members.
- **Tarps On-Hand:** Chair Tyrrell recommended that the Board consider purchasing tarps and storing a reasonable amount to temporarily protect a home if a tree were to fall on it and expose/damage the interior. It would be almost impossible to find them at a store during or immediately after a significant storm, and this would be proactive protection until a service provider could respond. Discussion focused on JCnJC as a contractor to store the tarps and install them in a weather related event.

At 4:14pm, President Krasnow entertained a motion to adjourn the meeting. A motion was made, seconded, and passed unanimously.

The next regularly scheduled Board of Directors meeting will be Thursday, May 23, 2024 at 2:00pm at the Gathering Place.

Respectfully submitted,

Nancy Peterson,
Secretary
May 7, 2024