

Weathersfield Service Group
Board of Directors Meeting – Minutes
May 22, 2025
The Gathering Place

President Krasnow called the WSG Board meeting to order at 2:00 p.m. Directors Bob Spillane, Ernie Clark, and John Bailey, attended the meeting; therefore, a quorum was present. Secretary Maria Tanner, Communications Chair Joyce Brennan, and Mill House Properties (MHP) Director of HOA Operations Michelle Johnson were also in attendance. Treasurer Rebecca Newton and Utilities Committee Chair Dan Thomas were absent.

Motion: Director Spillane made a motion to approve the Board Meeting Minutes for April 24, 2025. Director Clarke seconded the motion which passed unanimously.

Property Manager’s Report – Director of HOA Operations, Michelle Johnson

- The April financials have been shared with President Krasnow and Treasurer Newton. Treasurer Newton and Danielle with Mill House Properties have been providing the necessary documents to Bernard Robinson for the audit.
- Since the last Manager’s Report, eleven (11) work orders were opened.
- Director Bailey met with Michelle and Annetta at the Mill House office to discuss and refine landscaping procedures.
- Mill House advised residents, via email, that spring pruning will be delayed due to rainy weather. They asked residents to place a band of red tape around their porch posts to indicate that no pruning should be done within the bounds of their property. They also reminded residents that those who opt out of any service are responsible for maintaining their plantings according to Weathersfield guidelines.
- Per previous Board approval, roof replacements at 520, 521, 522 and 523 Swim and Croquet are to be paid from Reserves. Mill House notified homeowners that they are responsible for the cost of replacing skylights.
- Chief Roofing provided estimates to replace skylights to the owners at 520-523.
- Per previous Board approval, paving at 558-569 Weathersfield, 570-581 Woodbury, and 508-518 Swim and Croquet is to be paid from Reserves. After Raleigh Paving schedules the job, Mill House Properties will notify those residents who will be affected. Fliers will be distributed as reminders to them.
- Mill House has notified all homeowners that the Nominating Committee is looking for volunteers who will recommend candidates for open Weathersfield Board positions for the election in November.

Architectural Committee Report – Chair, Bob Spillane

- The Committee reviewed and approved the request for ramp installation on 592 Woodbury, which subsequently has been installed.

Nominating Committee Report – Chair, Bob Spilane

- Committee Chair Bob Spillane and Bob Cherniak met on May 13 to develop a list of eight (8) potential candidates for Board elections. Nancy Fore met with them but subsequently went off the committee.

Utilities Committee Report – Chair, Dan Thomas

- President Krasnow, Chair Thomas, John Tyrell and two representatives from Out the Door Plumbing met to discuss a proposal for the work needed in the coming year. The approach is to be proactive with Utilities work to avoid emergencies while being mindful of the overall budget.

Landscaping Committee Report – Chair, John Bailey

- Pruning will take place starting with the common areas and moving to private property. Residents have been advised to tie red tape around their porch post if they do not want Ruppert to prune their property. Residents may not select which plants they allow or refuse to have pruned.
- Chair Bailey has met with the Davey Tree supervisor to assess the damage caused by the recent storms and address reports of dead trees close to homes and trees growing over roofs.
- Residents who have installed sod on their properties and do not wish Rupert to mow those areas may place small “Do Not Mow” signs in their sod plots.
- Since there has been increased resident involvement in landscaping their yards, several concerns have been raised including a system of communication with Ruppert regarding when and where to work to ensure a high level of care of the property and consistency in landscape design. Weathersfield has guidelines for landscape design for the purpose of maintaining aesthetic standards and consistency.
- Chair Bailey has been working closely with the Ruppert manager to ensure that the residents get good service but also that the workers have sustainable working conditions. Following Chair Bailey’s advice, Ruppert has hired an additional worker for the crew.
- Due to a great number of opt outs of weed spraying, there is a concern that some residents will not maintain weed control. Chair Bailey is doing some research to find solutions to this problem.

Building and Maintenance Committee – Chair, Ernie Clarke

- The Board has approved an estimate of \$100,000 for Raleigh Paving to repave three (3) first-priority closes. These closes are 558-569 Weathersfield, 570-581 Woodbury, and 508-518 Swim and Croquet. Raleigh Paving will create the schedule allowing residents two (2) weeks to prepare. Mill House Properties will email a notification of the protocol. Fliers will be distributed to the residents affected as well.
- Chief Roofing will inspect the Humane Homes' roof work to see if any other roof repairs are needed at 562 Weathersfield. WSG will cover the siding repair part of the cost as well as Chief Roofing's inspection.
- Front porch railing installation will be done at 588 Woodbury and railing repair will be done at 593 Woodbury.
- JcNjC are in the process of finding replacement garage-door-frame siding for 577 Woodbury.

Insurance Committee – Chair, Steve Krasnow. No claims were reported.

Communications Committee – Chair, Joyce Brennan

- Two Welcome Packets were distributed.
- The website continues to be updated with Board information and notices.
- The next newsletter will cover news and notices for July, August, and September.

Treasurer's Report – Chair, Rebecca Newton

Motion: Director Spillane made a motion to approve the April 2025 Financials. Director Bailey seconded the motion which was passed unanimously.

- After receiving all requested documents, the WSG Auditors are conducting the audit.

Other Business

- Mill House Property Management contract

Motion: Director Spillane made a motion that the Board make the Mill House Property Management contract a two-year contract. Director Clarke seconded the motion which passed unanimously.

- There will be a Supplemental Board Meeting on Thursday, 6/26/25.
- There are plans to hold an Owners' Informational Session to discuss the Reserve Study, along with possible master classes given by preferred vendors such as Chief Roofing, In and Out Plumbing, and Tony Brafford.

President Krasnow adjourned the meeting at 4:00.

Respectfully submitted,

Maria Tanner
Secretary