

Weathersfield Service Group (WSG)
Board of Directors Meeting - Minutes
October 23, 2025
The Gathering Place

President Steve Krasnow called the WSG Board meeting to order at 2:05 p.m. Directors John Bailey, Ernie Clarke and Bob Spillane, Treasurer Rebecca Newton, Secretary Maria Tanner, Communications Officer Joyce Brennan, and Utilities Officer Dan Thomas attended the meeting; therefore, a quorum was present. Mill House Properties (MHP) Director of HOA Operations, Michelle Johnson also attended the meeting.

Motion: President Krasnow requested a motion to approve the September 25, 2025, Board Minutes. The motion made by Director Clarke and second by Director Bailey passed unanimously.

Mill House Manager's Report - Michelle Johnson

- September financials have been shared with President Krasnow and Treasurer Newton. The Weathersfield HOA is current on all dues.
- Since the last Manager's Report, seven (7) work orders were opened.
- There has been general clean-up and leaf blowing. Davey Tree Co. submitted two proposals—one for tree work to reduce overhang on roofs and garages and one for treatment of our crepe myrtles due to an insect infestation.
- All pest and termite annual inspections have been completed.
- Out the Door Plumbing will inspect sanitary sewer lines at units 530-549, which have not been inspected since 2022. Units 550-551 will also be inspected. Units 566 and 567 will be jetted by Out the Door Plumbing per their recommendation.
- In the first week of October, Mill House sent the Annual General Meeting packet to all homeowners via email and regular mail. Michelle Johnson and Secretary Maria Tanner are collecting proxies to ensure a quorum is reached for the meeting. Michelle will attend the meeting on November 8 and will count ballots.
- Michelle has met with three (3) future Board members on the AGM ballot per the contract with Mill House.

Architecture Committee Report – Chair, Bob Spillane

- No approvals have been requested.
- Anyone wanting to make structural changes to the outside of their home must submit plans and obtain approval from the Architecture Committee per the Covenants.

Nominating Committee Report – Chair, Bob Spillane

- All nominations for the Board were completed and submitted on schedule for voting at the Annual General Meeting on 11/8/25.

Utilities Committee Report – Chair, Dan Thomas

- Chair Thomas scheduled an Out the Door Plumbing follow-up at 511 Swim & Croquet of the external pipe with a previously identified alignment issue.

- He will schedule a follow-up inspection with Out the Door Plumbing of approximately 25 of the 50 homes scoped by Pure Line in the past.
- Michelle will entertain a proposal from NC Drainage to correct drainage problems around the areas of Units 595 A-F and 596 A-F as proposed by Dan Thomas and John Bailey.

Landscaping Committee Report – Chair, John Bailey

- Pruning of common areas has been completed, while pruning of residential properties is ongoing.
- Residents who wish to opt-out of pruning should simply place tape around their porch post. Residents must notify Director Bailey by email to be on the opt-out list. There are a few exceptions to this protocol as some plants should be marked individually to prevent pruning, i.e., camellias should not be pruned in the fall. This process will be reviewed after pruning is completed.
- \$50,000 has been proposed for trimming trees. These include branches and limbs that overhang residences and garages, as fire risk prevention and to keep roofs clear of debris and pests.
- We have identified the insect infestation of our crepe myrtles. The treatment will take place in the spring when the bugs become active. Residents will be notified as to what, where, and when the treatment will take place. The proposed cost of this project is \$6,000.
- Ruppert has submitted a proposal for some enhancement projects, such as removal of dead plants and excess brush, as well as replanting of some areas. This proposal will be submitted to the Board on the next Board meeting.

Motion: Director Spillane made a motion, seconded by Director Clarke, to approve Davey Trees’ proposal for tree management at \$50,000, which was passed unanimously.

Building Maintenance Committee Report - Chair, Ernie Clarke

- No significant maintenance events have occurred in the recent period.

Insurance Committee Report - Chair, Steve Krasnow

- To date, there have been no 2025 claims.
- President Krasnow has met with Luke Rigsbee of Titan Risk Consultants to discuss WSG’s current insurance premiums, deductibles, claims history and future needs. The Insurance Committee supports Luke’s efforts to present a competitive close-to-\$100,000 proposal as an alternative to our current insurance company.

Communications Report – Chair, Joyce Brennan

- Created and distributed the Fall Bulletin.
- Continues to update the website with Board information and notices.
- Posted the packet for the WSG Annual General Meeting on the website.
- Jim Buie was added to the website to make changes and add information. Paul Bolig is resigning as of the date of the Annual General Meeting. Joyce and Michelle will help with the transition.
- Helped with the Fall Party.
- Joyce is resigning as of the 2025 Annual General Meeting.

Treasurer's Report - Treasurer, Rebecca Newton

- The results of the audit of December 2024 will be made available to owners.
- At the request of the Communications Chair, Joyce Brennan, the Treasurer has increased the Communications Budget for 2026.

Motion: Director Bailey made a motion which was seconded by Director Clarke to approve September financials. The motion passed unanimously.

Motion: The Chair of the Audit Committee, President Krasnow, presented the independent audit report from Bernard Robinson for the fiscal year ending December 31, 2024. After reviewing and discussing the report with management and the independent auditors, the Board of Directors, upon motion duly made by Director Spillane and seconded by Director Bailey, voted to accept the independent auditor's report in its entirety as presented. The motion passed unanimously.

Annual General Meeting

- In preparation for the Annual General Meeting, each committee chair indicated what 2025 committee highlights they will present.
- The agenda and other protocols for the Annual General Meeting were reviewed.

Other Business

- 570-581 Close Parking. There are still some safety concerns due to parking violations which impact access to the area by emergency vehicles and fire trucks; therefore, the Board is going to appropriate visitor parking signs for designated areas only in that close. Currently, there are no plans to make this a permanent solution throughout the Weathersfield service area.
- The 2026 Master Calendar has been finalized and will be distributed at the Annual General Meeting

At 3:22 pm, a motion to adjourn the meeting was made by Treasurer Newton, seconded by President Krasnow, and passed unanimously.

The next regularly scheduled Board of Directors meeting will be at 10:00 a.m. on Thursday, November 8, 2025, at the Gathering Place.

Respectfully submitted,

Maria Tanner
Secretary

October 24, 2025