

Weathersfield Service Group (WSG-VI)
Board of Directors Meeting - Minutes
May 28, 2026
The Gathering Place

President Newton called the meeting to order at 2:06 p.m. Directors Ernie Clarke, John Bailey, Rebecca Newton, Craig Barker, Cheri DeRosia, Jim Buie, Dan Thomas, and Maria Tanner were in attendance; therefore, a quorum was present. Millhouse Properties (MHP) representative Michelle Johnson was also in attendance.

Motion: Director DeRosia made a motion, and Director Barker seconded it, to approve the Board minutes for April 23, 2026. The motion passed unanimously.

Property Manager's Report – Michelle Johnson, Mill House Properties representative

- Mill House provided the monthly 2026 financials from January through April to Treasurer Barker. All changes entered to tie the books to the audit and all subsequent related changes in 2025, have been reverted.
- Since the last Manager's Report, nine (9) work orders were opened. A list has been shared with the Board. The Board approved reimbursing the owner of 593 Woodbury for the repairs of a clogged sewer pipe.
- Ruppert has been mowing, edging, blowing, and pruning/shearing.
- Ruppert completed the drainage work at 596F, and 535. NC Drainage completed the drainage work at 574 and 594C. Director Thomas inspected the work.
- Mill House has requested estimates for additional drainage work at 539 and 596B.
- The Board approved the quote from CTI for pressure washing that will begin on June 15 at Swin and Croquet. It will include the sidewalks and street gutter/curbs this year. Mill House will send emails and texts and will put the information on the WSG-VI website.
- The Board approved a proposal from Raleigh Paving for paving the 540-545, 530-539, and 594-596 closes. The pavement in the 540-545 close will be scheduled first.
- After inspecting the roofs, Chief Roofing determined that the roofs at 530-535 should be replaced next, beginning with the roofs at 530-531.
- The Board approved a new rental unit at 520 Swim & Croquet. Mill House requested that the owners of 581 Woodbury and 548 Weathersfield email a current lease. There are now nine (9) units rented, which are within the Covenants' limit of 12 units.
- Mill House provided payment to the Starving Artists Marketplace for catering the Spring Fling.

Treasurer's Report – Craig Barker

- Treasurer Barker continues to communicate with Danielle of Mill House Properties to reorganize the accounts to more accurately reflect the current financial status. Proper segregation of the Reserve Fund (Contractual Obligation Fund) is still a work in progress. The Board will do some research to find a professional who is an AppFolio specialist that will be able to assist in the creation of a report that will more accurately reflect the current financial status.
- Treasurer Baker submitted the 1st Quarter 2026 Financials as provided by the Mill House Properties HOA bookkeeping team.
- Mill House will contact John Terrell to provide Treasurer Baker with the complete documents regarding the Reserve Study.

Architectural Committee: Chair, Cheri DeRosia

- Once the homeowner of 571 Woodbury provided a site plan, the Board approved the project consisting of a screen porch and a walkway.
- The Deck Guidelines are on the WSG-VI website.
- The Board will study the Covenants and make recommendations regarding the installation of chair lifts in lieu of ramps.

Utilities Committee – Chair, Dan Thomas

- N.C. Drainage and Ruppert have addressed the drainage issues, as stated in the Mill House Manager's report. They will offer proposals on drainage issues at 539 and 596B.
- Since the sewer emergency issue at 593 Woodbury was later determined to be an HOA issue, the homeowner will be reimbursed for the work completed by Fullstack Plumbing.
- Director Thomas will request that Ruppert and N.C. Drainage investigate a potential drainage issue at 555 Weathersfield.

Landscaping Committee – Chair, John Bailey

- **Crepe Myrtle Bark Scale** – We continue to observe the crepe myrtles for insect activity.
- **Pruning** of the common areas was completed in mid-May. The new flagging system designating which private residences are not to be pruned worked well, since we have had no complaints. In this protocol, the front and side yards are flagged, not individual plants. Mill House will send emails and texts alerting residents that pruning has been completed,
- The new weed control protocol seems to be working. There was no preventive pre-mulch spraying, and the crew was directed to spray only where there were weeds present. Director Bailey has encouraged Neil to advise the crew to take their time when spraying.
- Since many of our turf areas have bare patches, Director Bailey proposed that the Board assess our turf needs in the fall and re-seed as needed rather than waiting until spring.
- The contract with Ruppert is for five (5) years. This year is the first one of the five-year cycle.
- Several trees have been flagged for cutting down.

Building and Maintenance Committee – Chair, Ernie Clarke

- CTI will do the power washing of the siding this year, including the sidewalk and gutters adjacent to the streets. Homeowners should ensure that all windows are closed and all items removed from porches and decks to prevent them from being damaged. A 20/1 dilution of bleach will be used. Mill House will send emails and texts to alert homeowners of the schedule.
- According to the Covenants, residents are responsible for windows, storm doors, and crawl space. Residents should contact Mill House should they have any concerns regarding these issues, and Mill House will present the concerns to the Board as needed.
- According to the Covenants, parking spaces cannot be assigned to individual residents.

Communications Committee – Chair, Jim Buie.

- The Spring Fling was a great success. The Board will decide whether to use surplus funds from the Spring Fling for a social event in the fall.
- The Board is planning to study the website and find ways to update it and make it more user-friendly and accessible.

Other Business

- The Board approved a new rental at 520 Swim and Croquet.
- There is a lease for unit 548 and unit 581 will send a lease.
- Unit 579 is now returning to being occupied by owner.
- Homeowners are reminded that there is a rental cap of twelve (12), per the Covenants.
- Renters in unit 512 will be moving out.

Motion: Director Clarke made a motion to adjourn the meeting, which was seconded by Director Buie. The motion passed unanimously. The meeting was adjourned at 3:41 p.m.

The next Board meeting will be September 24, 2026, at 2:00 p.m. Committee reports will continue to be sent to the Board monthly.

Respectfully submitted,

Maria Tanner
Secretary
June 4, 2026