

Woods Walk Condominium Association Executive Board Meeting
Wednesday, 03 November 2015
7:30 PM

Location: Velma Williams' condo

Attendees: President Velma Williams; Vice President Joe Whittemore; Treasurer Merrill Katz; Secretary Jody Katz

Secretary's report: Minutes of the June 30, 2015 meeting were accepted with corrections.

Committee Reports

Velma presented the report from Sandy Dyer and the Entertainment Committee:

Summer potluck picnic was a success even though it rained at the beginning. A good mix of some long-term residents, some new residents and tenants with well-mannered, well-behaved children, and; some neighbors who live across from Mary Stepanian; a great assortment of tasty treats and homemade specialties. There were requests for more get-togethers, not just during the summer.

It rained on the day of the tag sale.

So far, 13 responses from people who plan to attend the Community meeting on November 11.

Treasurer's Report

Fiscal Update through 31 October 2015

Income: Home Owners Association beginning account balance including October monthly dues: \$76,270.00

Sewage Grinder Pump Special Assessment: everyone has paid: \$16,200.00 (\$120 still owed)

Expenditures through October 31, 2015: \$82,337.06

Cash Flow: 2015: \$10,132.34

Opening Checking Account Balance as of 01 Nov 2015: \$6,879.51

Reserves / Charter Oak Federal Credit Union

Cash in Savings Account: \$42,785.70

CD1: \$10,806.14

CD2: \$5,382.86

Total Reserves: \$59,084.70

Discussion about whether to raise monthly dues by \$15.00 to \$240.00 or \$25.00 per month to \$250.00.

Maintenance

16 decks need repair. If these decks and stairs were to be inspected today, they would not pass inspection and would have to be torn down. Velma and Gabe talked about installing 4 corner supports for each deck needing reinforcement. But first, stairways need to be fixed. All stairs and decks must be repaired and reinforced before decks can be washed and stained in 2016.

Dan DiCicco will work on stairs and deck for 3B, 54 Murphys Drive, in mid-November. The Unit owner must be instructed not to give any direction to any contractors.

Velma to call Dan Zimmerman and Dan DiCicco. They will clean out leaves from the gutters, and have steamers to melt ice and snow on the roofs if needed. If they are unavailable, Velma will call Gabe Cabral from Cabral Home Improvements. We would ask Remy as last choice, and only to blow leaves out of gutters.

Gabe Cabral will be our on-call handyman. Only Velma or another board member may instruct Gabe about work to be done that is approved by the Board. No unit owners or tenants are to tell Gabe what to do or how to do the work he will do for the Association. It was strongly emphasized that unit owners and tenants must be considerate of him (and ALL contractors) – use no foul language and no rude behavior.

For your personal work, you can inform Gabe of the job you would like to have done. Polite discussion is called for.

It has been observed that people are storing empty planters, car parts, garbage, rags, etc., beneath their decks. It has also been brought to the Board's attention that people are discarding their propane tanks and garbage bags into the woods. This is not acceptable and WILL NOT BE TOLERATED. Unit owners are responsible for keeping the areas under their decks and around their buildings clean and free of "junk." For a fee, Gabe will remove items from the premises. He will be passing out cards and flyers to describe what personal work he can be hired for.

Mailboxes that needed repair/reinforcement are finished.

Velma agreed to let Gabe to use her house for plugging in his saw for power. She requests reimbursement.

Submersible Grinder Pumps

The pump being held in storage by Bill Lamphere of Lamphere Plumbing as a replacement for any grinder pumps that go bad was used by 57 Murphys Drive. Velma spoke with Mr Kevin Quinn, Groton Town Manager of Inspection, regarding the 6 pumps that were built into the common element of 6 condos. Mr Quinn COULD NOT FIND ANY PLANS OR MENTION OF any kind of pump system BEING LOCATED ON THE PREMISES. Therefore, he is unable to determine where the pipes exit the units and where they go.

Dan from Wind River Sanitation will look at each of the 6 pump systems, to determine if the pipes are 6 or 2 inches in diameter. If they are 6 inches, he has a camera he can use to identify the information for each pump. If the pipes are 2 inches (for which he would have to order a special camera), that means an illegal size pipe was used, which was not to code. Dan will charge \$250 to start the work, and \$199 per hour. It is not feasible for the Association to replace these pumps every 2 to 3 years when they burn out.

Landscaping

Discussion about the Association's needs for a good landscaping team:

- Fixed Scott Pierce's driveway.
- Needs to fill the hole going up the hill to the HOA mailbox.
- Stones are needed under one unit's deck. Ask Steve to fill low spot and to redirect the water.

There is more to landscape upkeep than cutting the grass:

- Needs to blow the leaves once a week.
- Street sewers need to be cleared to allow for water drainage.
- Need to trim overgrowth over driveways and sidewalks.
- Need to lime the grass in preparation for next year.

Huge grub problem – landscapers need to add grub-X.

Need to start putting in the stakes to mark off driveways and parking areas before the snow comes.

Needs to update Steve's list of who needs to get out of their driveways very early in the morning so their driveways are cleaned out first.

Removal of dead trees

New Business

One unit owner wants a satellite dish removed from his property. The Association can ask Gabe to remove it. The charge will be made to the Unit owner. Or the Unit owner can hire Gabe.

A unit owner who pulled out all of the bushes from his garden area has agreed to replace the bushes.

Solar energy:

Some members of the community asked the Board to look into installing Solar Energy.

Federal Government offers a grant to a Town that installs Solar Energy. A feasibility study and evaluation is required if the unit would save money. This is free.

Discussion about how the Unit might save money, but down the road roofs would need to be replaced. Does that mean removing the solar panels to replace the roofs and then reinstall the solar panels? Will this be prohibitively expensive for the Association in the long run? How much will each unit save? How will solar panels affect the resale value of the condo?

An agenda needs to be sent out to the Unit Owners and Tenants regarding the Community Meeting.

Unit owners and tenants need to receive an explanation about why dues will be increased for the 2016 fiscal year. Merrill will prepare the email; Jody will send it to the Board members for approval, and will then send it to Unit owners and tenants. Needs to include liability information!

Discussion about a Landlord's unit garage door to be refunded for repairs, being a landlord and who is responsible for certain repairs and replacements.

While it's the H.O.A.'s responsibility for the repairs of all of the Common Areas, the bylaws clearly state it's the decision of the Board to assess such expenses to the Unit owners. It is a landlord's responsibility upon turning the Unit over to a tenant to receive the Unit back in the same condition.

IF YOU DO NOT NOTIFY THE H.O.A. BEFORE REPAIRING SOMETHING IN THE COMMON ELEMENT, YOU WILL NOT BE REIMBURSED (especially if the repair is only a year old).

If your mailbox is knocked down by the Town of Groton while they are plowing the street, YOU MUST REPORT IT to the Town! They will come and fix it, no charge. Submit your request to Velma or contact the Town. IF YOU FIX IT YOURSELF YOU WILL NOT BE REIMBURSED, NOT BY THE TOWN AND NOT BY THE H.O.A BOARD.

Meeting adjourned at 9:49 PM.

Respectfully submitted,

Jody Katz, Secretary