

Woods Walk Condominium Association Executive Board Meeting

Wednesday, 20 August 2014

Held at Mary Stepanian's condo

Called to order by Mary Stepanian at 6:35 PM

Attendees: Vice President Velma Williams, Treasurer Merrill Katz, Secretary Mary Stepanian

Others in Attendance: Sandy Dyer, Jody Katz, Phil Novak

Jody volunteered to take minutes for this meeting since Mary was acting president.

Treasurer Merrill Katz presented the Treasurer's Report.

The Sewage Grinder Pump Issue has been settled, totaling \$16,500 (actual \$16,495.11). This amount was transferred from our reserve account at Charter Oak and will be reimbursed through a special assessment of all Unit owners.

Velma Williams received \$3400 for pump replacement and \$1500 for legal fees;

Sandy Dyer received \$3695.11 for pump replacement and \$1000 for legal fees; and

Jody and Merrill Katz received \$5900 for 2 pump replacements and \$1000 for legal fees.

Income from dues and fees for the January through August 2014 totaled \$61,525.

Bank of America Checking Account Balance is \$5329.

Payment of insurance premium will drop us below the \$5000.00 minimum. Waiting for 3 more dues payments and then we will pay the quarterly insurance payment

Insurance for the year has increased to \$15,849.

Deposits to Charter Oak \$1,000 January through August, except for March when \$2000.00 was deposited. Total in reserve account is \$14,192.56.

There are also 2 CDs at Charter Oak: \$10,698.50; and \$5,329.21

Payment for power washing \$7,565. Power washing of all units has been completed.

Payment made to Lamphere for spare sewage grinder pump for \$2,425.23.

Payment made for repair of 4 garage doors totaling \$2,765.09.

Most recent legal fee payment for the year total \$500.50

We did not have any tree removal expenses this year.

Phil Novak presented the Maintenance Coordinator Report.

Phil's phone number is 860-405-8122. He should be called as our primary maintenance contact.

Bill Lamphere's phone number is 860-572-0033. Call Phil before calling Bill Lamphere.

Bill Lamphere told Phil that it would be a waste of money to have a yearly inspection of each pump each year. Bill told Jody Katz that each inspection for each pump would be a \$150 charge. There was some discussion about yearly inspection of the sewage grinder pumps. We talked about wanting to have at least the first inspection done then, every two years maintenance. This was not voted on. We will continue the discussion under Old Business for the next meeting.

5 railings and decks have been stained. 24 porches and 14 decks still need to be done.

Cement supports for 2 condos need attention. They are settling and cracking.

There has been one complaint about deck railings that are splitting.

Merrill to verify if Velma's garage door bill is correct. Hers and Mary's should each be \$495.

Phil reported that the playground at the end of the cul-de-sac is not to code. A sign has been placed by the Town of Groton that the playground is temporarily off-limits.

The Town of Groton will pay to have the playground brought up to code:

- Ground needs to be leveled
- Needs 12 inches of wood mulch added
- Play scape has to be cemented down.

(Mary will send an e-mail to all Unit owners to apprise them of this issue.)

Landscaping issues. Unit owners are complaining that their gardens are not being trimmed. According to the contract with the landscaper, trimming is not part of the contract. It costs extra. Also, fertilizing the grounds is not part of the contract.

Snow plowing: What will the cost be for 2014-15? Phil will look into this.

#### Discussion about the Special Assessment for the Sewage Grinder Pumps

The assessment per Unit may be paid in one lump sum of \$480.00 or in 12 equal payments of \$40.00. If checks are written to combine dues and the special assessment, the treasurer will have to keep the figures separate so that records are accurate regarding assessment payments. Total assessment payment per Unit must be paid in full before the end of 2015.

Assessment payments will start in November of 2014.

There will be NO homeowners dues increase for 2014-15.

Our condo document needs to be revised. **THIS MUST BE DONE BY AN ATTORNEY.**

Discussion on changing condo attorney. Jody will e-mail Pat Ayars to ask for her fees for representing condo associations. Our present attorney, Adam Cohen, charges \$500 per hour. He is not on a retainer. He is used on an as-need basis.

Mary has requested some extra condo documents to be held in the condo files. The charge for the packet to be provided to new owners has been \$225.00. According to Velma, the State condo code and our condo bylaws specify a limit that can a condo association may charge, and \$225.00 is above the legal limit.

Sandy Dyer will take over the GoDaddy web site. She asked Mary for some instruction and guidance.

Merrill will provide Mary with insurance certificate for Paul Peloquin and Lisa Perrin since they have sold their condo and the form must be part of the packet they provide the new owners.

Discussion about a cat owned by a Unit owner that is roaming loose through the neighborhood and is causing problems for another Unit owner's cats (which are indoor cats – they become extremely agitated and aggressive toward each other) when it nears the second Unit owner's condo.

According to the State of Connecticut, a condo association having 12 or more units, must, by law, have an audit going back 3 years. To date, this has not been done.

Also, according to the State of Connecticut, an association must provide a yearly report to the State Controller. To date, this has not been done.

The Board will have 2 meetings before our general homeowners meeting in November:

One in September to discuss all issues to be brought up at the homeowners' meeting EXCEPT FOR THE UPCOMING BUDGET

One in October to discuss the upcoming BUDGET.

Mary called to adjourn the meeting at 7:55 PM. Jody seconded the motion.