

Woods Walk Condominium Association Executive Board Meeting
Date: Tuesday, 18 January 2016
Time: 6:35 PM
Location: Sandy Dyer's' condo, 71 Murphys Drive

Attendees: President Velma Williams; Vice President Joe Whittemore; Treasurer Merrill Katz; Secretary Jody Katz
Members at Large: Sandy Dyer, Tom Dobruck,

Secretary's Report: Minutes of the December 8, 2015 meeting were accepted with corrections.

Open Forum

Question: will the playground at the end of the cul-de-sac ever get finished?

Answer: Velma called the Groton Recreation Dept., as the town owns the playground. They are waiting for budget approval. Their fiscal year runs July 1-June 30, so it will not be known until the new budget is passed whether or not funds for the playground completion will be approved. The town is holding the equipment that was on the playground. We can attend the meeting at which the budget is discussed to request that this budget item be passed so the playground can be finished.

Dog issue: A pretty medium-sized dog with gray back and white front and white paws and blue eyes was traveling from around Unit 125 to Unit 104. The resident thought dog would return from where it came or if a person would come to retrieve it, but neither occurred. Jody to send email to community asking if anyone knows anything about this dog. It may be a stray.

Two bobcats were recently observed on unit property at 6:30 AM.

Velma spoke with a renter over his displeasure that that the unit owner was notified about dog waste in the yard. Since unit owners are responsible for tenants following the by-laws, and the unit owner would be the party to pay a fine if the tenants do not follow the by-laws, the unit owner had to be informed. The renter has become more vigilant about the issue.

Jody met with a unit owner to discuss more diligent clean-up after dog poops. The owner said they are trying harder. However, while driving down Murphys Drive, someone observed the owner walking the dog. The dog pooped and the owner did not clean it up. It was not known if the owner cleaned it up on the return walk.

The by-laws state that the Unit owner will be served with a written notice about the infraction, a hearing will take place with the owner and the Executive Board, and if the issue is not resolved, a fine of no more than \$50.00 per day will be assessed until the poop is cleaned up. This includes anywhere within the condo neighborhood (Unit owner's yard, other condo yards, around sidewalks and shrubs, etc.). Landscapers said when they weed-wacked the yard at of this particular homeowner, they stepped in dog poop.

These same unit owners also own a cat that they let roam outdoors during the day (the cat returns home at dusk). The cat has come into numerous condo yards and onto porches. According to the by-laws, **all** pets (not just dogs) must NOT be allowed to roam freely; they must be leashed. Jody will communicate with the owners about this issue.

Steve from Eagle Landscaping will meet with us before our new contract begins to look at options available to us.

Discussion about trash and recycling bins: According to our by-laws, all bins must be stored in the enclosed garages. Many people are keeping theirs outside. If Unit tenants or owners do not follow the by-laws, the Unit owner will be served with a written notice about the infraction, a hearing will take place with the owner and the Executive Board, and if the issue is not resolved, a fine of no more than \$50.00 per day will be assessed until the bins are stored properly. Sandy asked if the by-laws can be changed to allow the trash bin to be stored outside. She states that if the bin remains indoors, it smells up the garage and attracts insects and animals (remember for dog owners we have poop bags in the garbage bins). Merrill countered by stating that trash bins stored outside will become a health hazard by attracting insects and animals. According to Pat Ayars, the Association can change the by-laws by voting on this. No action was taken.

Pat Ayars, the Association attorney, is updating our by-laws to reflect changes in the State of Connecticut laws, and also to reflect what our Association has (satellite dishes, sewage grinder pumps rather than booster pumps, etc.). The Board should be reading the by-laws to identify anything else that needs changing. Pat will send the updated by-laws to the Board. We will send them to the residents (tenants and owners) for review. Tom suggested trying to match review of the by-laws by the residents with our next annual meeting in November.

Velma explained that an executive session of the Board is composed of just the four officers. It does not include members-at-large.

Discussion about solar panels. The Federal Government does pay for and install solar panels for Navy and other government housing.

For non-government housing in the town of Groton, Groton Utilities would charge residents for the times when solar power is unaffected (examples: night time or cloudy days); thus not a savings for residents. The government provides a grant for all residents. But Groton Utilities do not support solar paneling.

In the future if Groton Utilities changes its policy we can revisit solar insulation.

Treasurer's Report

Fiscal Update through 18 January 2016

Opening Balance/Checking at Bank of America: \$3,492.74*
Income: \$9,110.00 (\$475.00 outstanding)
Expenditures through 18 January 2016: \$8,185.84
Checking Account Balance as of 01 Jan 2016: \$4,416.90
HOA Receivables: (\$475.00)

*The opening balance reflects the \$4,000.00 withdrawn from the reserve account in November 2015 plus a \$1,000.00 monthly payment that was withheld.

Michael Kent paid up all of his late fees and has already paid his dues for January 2016.

Committee Reports

Sandy reported that the website is up-to-date minus the December 8, 2016 Minutes. Jody said they will be forthcoming.

Landscaping and Tree Trimming

Joe and Velma and Steve from Eagle Landscaping identified trees that need to be trimmed.

Part 1 of tree removal proposal: Tree overhanging Unit 57 condo and car needs immediate removal. Steve must bring in a bucket to remove this tree. Proposed cost for this one tree is \$1,595.25.

Part 2 of tree removal proposal: Other trees identified: Units 77, 71, 56. These do not need buckets. Total cost for removing these trees is \$3,722.25.

The \$25.00 dues increase should bring in \$10,000.00 for 2016. Merrill says this should cover the return of the \$4,000.00 withdrawn in November 2015 and the \$1,000.00 payment to reserves withheld. Out of this amount there will still be available the amount necessary for Part 2 of the tree trimming needs.

Board approved tree removal cost of \$1,595.25 for Unit 57.

Discussion about the need for new dirt and grass seed and lawn treatments (lime, weeds and grubs). It was noted that unit owners must take responsibility for watering lawns after treatments.

Jody to send a heads-up email of the date(s) Eagle will perform treatments, put down new dirt, and reseed lawns to tenants and unit owners.

An agreement will be made with unit owners whose lawns are to be treated with topsoil and grass seed, to water the new growth at the unit owner's expense.

Joe to contact Sprigs and Twigs to get an estimate of cost for taking over landscaping. Brickman did our landscaping before Eagle but priced themselves too high for us which is why we switched to Eagle. However, Brickman uses more chemical treatments and performs seasonal treatments. Eagle does not use chemicals. Brickman has reduced their prices because they lost a lot of business; Eagle's prices have increased. Therefore, the two companies' costs are much closer now. Velma will contact Brickman.

We would keep Eagle for snow plowing.

Our landscaping and snow plowing coordinator is unable to fulfill the responsibilities of this position. So the Board has taken over. If anyone is willing to volunteer to take on this position, please contact a Board member.

Velma contacted Steve about putting up orange tape around the areas where there are sink holes. Steve said an electrician must be called to identify where lines are and mark them.

Maintenance

Unit 102

Bob said CT Basement Systems (CBS) will give 10% off for Unit 102's repairs and an additional 20% for the others.

According to the by-laws, the interior is the responsibility of the owner. Therefore, the owner is responsible for basement cracks.

Question for Pat Ayars – is the condo Association insurance responsible or the unit owner's?

Crack over front door. Windows are off by three-quarters of an inch.

We'll get the proposal and will send it to Pat to make the decision as she reviews the by-laws.

The HOA says the foundation is part of the common element, and therefore, the HOA is responsible.

Pat will come out and meet with the officers, Peter, Tom, Bob, and Sandy if needed.

We were given a price of \$14,750.00 minus 20% to fix Peter's foundation. Merrill and Joe said CBS did not provide a feasible fix for the issue. We need to contact a structural engineer. If we have to involve the Association insurance company, they will have to bring in an appraiser.

Unit 105

An Association representative (ie, board member) CANNOT do any maintenance repairs in the name of the HOA. The HOA must hire a licensed contractor/licensed handyman to do ALL maintenance work in the community.

DiCicco proposal for Linda's issue. A resident (or any owner) can ask a Board member personally to drive a nail into a spindle. However, a Board member, as an Association representative (Board member) CANNOT drive the nail.

Board approved DiCicco's proposal which includes deck spindle. Bob will call Dan to do the repairs.

-----Original Message-----

From: Jody Katz <storm65988@aol.com>

To:

Cc: jpwhitemore63 <jpwhitemore63@gmail.com>; docflyrod <docflyrod@aol.com>; docflyrod <docflyrod@aol.com>; storm65988 <storm65988@aol.com>

Sent: Wed, Jan 13, 2016 2:59 pm

Subject: Re: decks repairs

Hi,

This is the list of fix-its on the immediate schedule.

Jody Katz

-----Original Message-----

From: Velma Williams <wowalks73@gmail.com>

To: Jody Katz <storm65988@aol.com>

Cc: docflyrod <docflyrod@aol.com>; jpwhitemore63 <jpwhitemore63@gmail.com>; bobremco <bobremco@yahoo.com>; Daniel Dicicco <danielr.dicicco@sbcglobal.net>

Sent: Tue, Jan 12, 2016 4:08 pm
Subject: Fwd: decks repairs

Sent from my iPhone

Begin forwarded message:

From: Velma Williams
Date: January 12, 2016 at 3:28:54 PM EST
To: wowalks73@gmail.com
Subject: decks repairs

The screenshot shows an AOL Mail web interface. The email header indicates it is from Jody Katz (storm65988@aol.com) to wowalks73@gmail.com, with the subject 'Re: decks repairs'. The email body contains a table of deck repair issues for various units. The table has four columns: Unit, Address, Location, and Description. The data rows are as follows:

Unit	Address	Location	Description
2B	34	Murphys DR	broken hand rail, loose spindle
12A	101	Murphys DR	loose spindle on hand rail
9A	105	Murphys DR	loose spindle on hand rail
14B	71	Murphys DR	Front Steps need leveling
14A	73	Murphys DR	Shaky front steps rail rotting / lifting wood on front steps
16A	1065	Pleasant Valley N	loose spindle on hand rail
17B	1077	Pleasant Valley N	missing hand rail on back stairwell

We need to find a licensed handyperson to replace or sub for Gabe Cabral.

Discussion about having each of us communicate – if someone is responsible to follow through with a task and cannot perform the task, please let Velma know. Tom to speak with Bob about communicating with Velma.

Trash/Recycling

CWPM will NOT pick up Christmas trees left on the curb. Each resident must call CWPM individually and make arrangements to have the company remove a tree. CWPM will charge a \$40.00 fee. If any trees are left beyond the end of Monday, January 22, the Board will call and have it removed and the \$40.00 fee will be charged back to the Unit.

Grinder Pump

Discussion about 1 HP vs 2 HP controllers and what is or is not appropriate for the grinder pumps in use. Lamphere says maybe there is a problem with the transformer.

Unfinished Business – Tabled until next meeting

Sealing driveways

Numbering units by putting numbers over the garage doors. (Fire Department says we need to put condo numbers where they are more visible. We need to ask them how large the numbers have to be. We need to check how much space there is over the garage. Will condo numbers fit?)

Joe will be gone this coming Monday through Friday.

Meeting adjourned at 9:30 PM.

Respectfully submitted,

Jody Katz