

WOODLANDS ASSOCIATION OF WINDSOR LOCKS

BOARD OF DIRECTORS MEETING

DATE: July 3, 2020

A meeting of the Woodlands Association of Windsor Locks, Inc., Board of Directors was held on July 3, 2020 at Judy Chapman's home, 88 Woodcock Court, Windsor Locks, CT.

ATTENDING: Dianna Lysak, President, Eric Boisvert, Vice President, Judy Chapman, Secretary, Curt Whitaker, Director, and Mark Kubera, Residential Management Corporation.

CALL BOARD MEETING TO ORDER:

- The meeting was called to order at 5:25 p.m.

ADOPTION OF LAST MINUTES:

- The Board voted to approve the June 4, 2020 Board Meeting minutes. Dianna Lysak moved to approve the minutes and Curt Whitaker seconded the motion. The minutes were approved unanimously.

PUBLIC SPEAK TIME:

- There were no unit owners present for public speak time.

FINANCIAL REPORTS:

- The June 30, 2020 financials were discussed. Dianna Lysak moved to approve the June financials and Curt Whitaker seconded the motion. The June financials were approved unanimously.
- There was a question about WO642 listed on two different days to see if two calls/charges (6/9 and 6/15) were both valid. Mark Kubera to check on this.

ACCOUNT BALANCES AS OF 7/3/2020:

Windsor Federal Operating a/c	\$ 40,934.10
Windsor Federal Siding Sweep	\$ 18,641.27
Windsor Federal MM/Reserve	\$ 162,935.92
TOTAL	\$ 222,511.29

COLLECTIONS:

- There are no units currently in collections per Mark Kubera, Residential Management Corporation. There are no 10-day demand notices to be sent.

OLD BUSINESS:

- Residential Management received an inquiry from Unit #37 about the deductible for the association master insurance policy. The homeowner's insurance company had assumed it was \$2,500. Residential Management informed the unit owner that the deductible is \$10,000. The unit owner will communicate this to their insurance agent.
- Unit #59 requested a copy of the condo association master insurance policy. Residential Management provided them the information.
- There was a discussion about the options for Bill's Landscaping to repair curb damage. The board decided to have Bill's Landscaping contract Central Paving to do the repairs. Bill's landscaping would then be responsible to come in once the curbing has been repaired and backfill and seed the areas.

- Dianna indicated that she would draw up an agreement for Bill Guzie to sign.
- Unit # 70 has requested an update on the speeding problem on Meadow Lane. The board discussed speed bumps and reviewed a bid from Kobo's Landscaping to install the speed bumps. Eric Boisvert made a motion to accept the Kobo's Landscaping proposal and Judy Chapman seconded the motion. The motion was approved unanimously.
 - The Mallard Court mail hut was damaged by a truck doing a delivery for Raymour and Flannigan to unit #38. Dick's Bulldozing will repair the hut and send a bill to Residential Management and Residential Management will work with Raymour and Flannigan for reimbursement.
 - Residential Management sent a letter to Unit #30 regarding an offensive odor due to dog feces.
 - Residential Management sent a letter to Unit #47 regarding a lattice panel installed on their deck.
 - Residential Management sent a letter to Unit #69 regarding several sections of a sofa stored on their deck.
 - A quote for the damage done to Unit #55 garage by a FedEx truck was sent to Curt to forward on to FedEx.
 - The board discussed the insurance renewal received from Caplan Insurance. The Board received 3 quotes from various insurance companies. The board will communicate via email to approve. The board voted 3-0 to renew with Union Mutual via email on 07/22/2020.
 - The board reviewed four bids received for the winter plowing contract. Kobo's Landscaping had a bid of \$38,000, Philips Landscaping had a bid of \$36,000, SJN had a bid of \$53,000 and Fredo Landscaping had a bid of \$25,000. References were checked on Fredo Landscaping and positive things were said regarding the reputation and service provided. The board voted 4-0 via email on 7/8/2020 to accept the bid by Fredo Landscaping.
 - The board will reach out to Evergreen and CT Landscaping for bids on bush replacement for Unit #51.
 - Residential Management received a bid from Marcel's of New England for gutter cleaning. Further discussion of gutter cleaning will be deferred until the fall.
 - There haven't been updates from the siding company regarding the fading.

NEW BUSINESS:

- Cannon Street resident looking for update on border fence to be replaced.
- The board will go out for fence quotes.
- A letter will be sent to Woodlands Unit owners asking that we respect the property lines for the homes on Cannon Street.

The next meeting will be Thursday, August 6, 2020 at Judy Chapman's home, 88 Woodcock Court, Windsor Locks, CT at 6:00 pm.

- At 7:05 pm, a motion to adjourn the Board Meeting was made by Eric Boisvert and seconded by Curt Whitaker. The vote to adjourn was passed unanimously.

Judy Chapman

2020 Woodlands Association of Windsor Locks, Secretary