

WOODLANDS ASSOCIATION OF WINDSOR LOCKS

BOARD OF DIRECTORS MEETING

DATE: September 3, 2020

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

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

CALL BOARD MEETING TO ORDER:

- The annual walk about started on Woodcock Court at 5:00 pm.
- The board meeting was called to order at 6:00 p.m.

ADOPTION OF LAST MINUTES:

- The Board voted to approve the July 3, 2020 Board Meeting minutes. Curt Whitaker moved to approve the minutes and Dianna Lysak seconded the motion. The minutes were approved – 3 in favor, 1 absent.

PUBLIC SPEAK TIME:

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

FINANCIAL REPORTS:

- The July 31, 2020 financials were discussed. Curt Whitaker moved to approve the July financials and Judy Chapman seconded the motion. The July financials were approved – 3 in favor, 1 absent.
- The August 31, 2020 financials were discussed. Dianna Lysak moved to approve the August financials and Curt Whitaker seconded the motion. The August financials were approved – 3 in favor, 1 absent.
- There was a question about Skip's charge related to the sub-station during the August power outage. Dianna would contact Lori at Residential and request that the following changes be made to reallocate the general ledge accounts as follows:
 - \$225.00 Skips Waste Water from G/L Acct 80530 (general repairs) to G/L Acct. 80695 (pump station)
 - Page 5 - \$331.14 Propane Emergency Generator from RMC Cap One G/L Acct. 80530 (general repairs) to G/L Acct. 80695 (pump station)

ACCOUNT BALANCES AS OF 9/3/2020:

| | |
|-------------------------------|----------------------|
| Windsor Federal Operating a/c | \$ 45,466.86 |
| Windsor Federal Siding Sweep | \$ 17,224.57 |
| Windsor Federal MM/Reserve | \$ 169,840.45 |
| TOTAL | \$ 232,531.88 |

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:

- The board approve a four year contract with Ct Lawn Care. The contract had a 4% increase in the year 2021 and no additional increases from 2022-2024.
- Kobo's Landscaping should be on site in early September to install speed bumps.
- Bill's Landscaping signed an Agreement for curb damage repair. Central Paving will handle the curb repairs and Bill's landscaping will come in once the curbing has been repaired to backfill and seed the areas.
- Dianna Lysak had begun a case with Kaycam, the manufacturer of our siding, in 2019 regarding the fade issue in various areas throughout the complex. A section of siding was sent to the manufacturer in October 2019. The manufacturer washed the siding sample using a mild detergent and a soft scrub brush. The process was done 3 times to remove the hard water calcium buildup which was baked on the surface of the siding. The sample was then weathered in specialized equipment for 1500 hours (this is the portion that took time as cleaning was done very quickly and easily) which is equivalent to 3 years of outdoor weathering. The end results of the weathering shows absolutely no changes in color on the portion of the sample that was cleaned showing strong original color, luster and finish after it was cleaned and subsequent to withstanding 1500 hours of weathering. The end result is due to hard water calcium buildup causing oxidization. Dianna also contacted a company that does siding restoration. The board will look further into this in place of the current cleaning process for the siding.
- Fedex has agreed to pay for 50% of the damage done to Unit #55 garage by a FedEx truck. The driver does not admit fault in the accident. Dianna to follow up on this.
- The board reviewed three bids received for the fence replacement contract. CT Fence Works had a bid of \$27,400 (not including tax), Rockland Fence had a bid of \$27,600 (not including tax) and Landworks Fence had a bid of \$32,385 (including tax). Judy Chapman made a motion to accept the CT Fence Works proposal and Curt Whitaker seconded the motion. The motion was approved unanimously.
- A letter was sent to Unit # 60 about a clothesline on their deck.
- A letter will be sent to Unit #2 regarding parking in front of the garage.
- A letter will be sent to Unit # 60 regarding parking in front of the garage.
- A letter will be sent to Unit # 40 regarding a fire hazard in the garage.

NEW BUSINESS:

- Unit #27 has water damage in their unit. They have requested permission to put a pod for their outdoor parking spot and put their car in a visitor spot while the unit is being repaired. The board approved the request.

EXECUTIVE SESSION:

- Executive Session started at 6:45 p.m.
- Executive Session ended at 7:06 p.m.

The next meeting will be Thursday, October 1, 2020 at Judy Chapman's home, 88 Woodcock Court, Windsor Locks, CT at 6:00 pm.

- At 7:09 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