

WOODLANDS ASSOCIATION OF WINDSOR LOCKS

BOARD OF DIRECTORS MEETING

DATE: May 6, 2021

A meeting of the Woodlands Association of Windsor Locks, Inc., Board of Directors was held on May 6, 2021 via zoom.

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

CALL BOARD MEETING TO ORDER:

- The meeting was called to order at 6:03 p.m.

ADOPTION OF LAST MINUTES:

- The Board voted to approve the February 4, 2021 minutes. Dianna Lysak moved to approve the minutes. Eric Boisvert seconded the motion. The minutes were 3 in favor, 1 absent.

PUBLIC SPEAK TIME:

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

FINANCIAL REPORTS:

- The February 28, 2021 financials were discussed. Dianna requested that Invoice No. 20339 be reallocated to Acct. 80533 – Unit Clean-up/Restoration
 - Dianna Lysak moved to approve the February financials as amended. Judy Chapman seconded the motion. The February financials were approved unanimously as amended.
- The March 31, 2021 Financials were discussed. Dianna requested that Invoice No. 20448 be reallocated to Acct. 80533 – Unit Clean-up/Restoration
 - Judy Chapman moved to approve the March financials as amended. Eric Boisvert seconded the motion. The March financials were approved unanimously as amended.
- The April 30, 2021 Financials were discussed. Dianna requested that Invoice No. 20617 be reallocated to Acct. 80533 – Unit Clean-up/Restoration
 - Dianna Lysak moved to approve the April financials as amended. Eric Boisvert seconded the motion. The April financials were approved unanimously as amended.

ACCOUNT BALANCES AS OF 05/06/2021:

Windsor Federal Operating a/c	\$ 30,341.38
Windsor Federal Siding Sweep	\$ 26,103.46
Windsor Federal MM/Reserve	\$ 153,152.43
TOTAL	\$ 209,597.27

COLLECTIONS:

- There is one unit currently in collections per Mark Kubera, Residential Management Corporation. Three units will be sent a 10 day demand notice.

OLD BUSINESS:

- The status for the work on Unit #94 is sent to Residential Management weekly and the board receives a copy.

- Blake Equipment Company notified Residential Management that one of the pumps at the pump station was drawing high amps and would be pulled out to work on it. The cost was \$300.00.
- Unit #48 contacted Residential Management to report a down spout extension needed to be re-attached. Residential Management opened a maintenance work order to fix the down spout.
- Unit #98 contacted Residential Management to report a possible bird nest in their gutter and a gutter extension on Unit #90 that needed to be re-attached. Residential Management opened a maintenance work order to fix both issues.
- Unit #16 contacted Residential Management to report a large sink hole outside of their unit. Residential Management contacted Harry Briggs look at the issue.
- Residential Management received an anonymous complaint regarding dog droppings. Nothing can be done with anonymous complaints.
- Residential Management received a request for information about window and slider replacement from someone in the process of purchasing Unit #52. Residential Management informed them that the windows and sliders needed to be replaced with like size, style and color.
- Unit #43 contacted Residential Management to report that the tree in front of their unit would need trimming soon.
- Unit #20 contacted Residential Management to report that the garage light between unit 10 and 14 wasn't working correctly and the light on the side of garage unit 18 wasn't working at all. Residential Management opened a maintenance work order to fix the lights/sensors.
- Unit #98 contacted Residential Management to report a dead bird in a closet inside their unit.
- Unit #98 contacted Residential Management to report damage done to the Dove Court Mail Hut. Residential Management opened a maintenance work order to fix the mail hut.

NEW BUSINESS:

- Unit #94 has requested three late fees be waived. Dianna Lysak moved to approve the request to waive the late fees. Judy Chapman seconded the motion. The motion was approved unanimously.
- Unit #51 contacted Residential Management to ask if and when shrubs that had been removed last year were planning on being replaced with ones. The board will look to do address this in the fall.
- The board discussed the getting bids for the 2021-2022 snow removal.
- Unit #66 contacted Residential Management for an update to the damage done to his garage door during snow removal. Unit owner will try to contact Fredo.
- CT LawnCare requested permission to mow on Saturday 8th. Eric Boisvert moved to approve the request to mow on Saturday May 8th any time after 11am. Dianna Lysak seconded the motion. The motion was approved unanimously. Eric Boisvert will put the notice on the Woodlands website.

The next meeting will be Thursday, June 3, 2021 at 5:30 pm starting at Woodcock Court in Windsor Locks, CT at 5:30 pm for the annual walk about.

- At 6:48 pm, a motion to adjourn the Board Meeting was made by Dianna Lysak and seconded by Eric Boisvert. The vote to adjourn was passed unanimously.

Judy Chapman

2021 Woodlands Association of Windsor Locks, Secretary