

WOODLANDS ASSOCIATION OF WINDSOR LOCKS

BOARD OF DIRECTORS MEETING

DATE: June 3, 2021

A meeting of the Woodlands Association of Windsor Locks, Inc., Board of Directors was held on June 3, 2021 via zoom.

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

ABSENT: Greg Blanchfield, Director

CALL BOARD MEETING TO ORDER:

- The meeting was called to order at 6:16 p.m.

ADOPTION OF LAST MINUTES:

- The Board voted to approve the May 6, 2021 minutes. Dianna Lysak moved to approve the minutes. Eric Boisvert 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 May 6, 2021 Financials were discussed. Dianna requested that Invoice No. 05.03.21 be reallocated to Acct. 80641 – Ice Damming
 - Judy Chapman moved to approve the May financials as amended. Eric Boisvert seconded the motion. The May financials were approved as amended - 3 in favor, 1 absent.

ACCOUNT BALANCES AS OF 06/03/2021:

Windsor Federal Operating a/c	\$ 69,434.27
Windsor Federal Siding Sweep	\$ 29,996.38
Windsor Federal MM/Reserve	\$ 167,880.02
TOTAL	\$ 267,310.67

COLLECTIONS:

- There is one unit currently in collections per Mark Kubera, Residential Management Corporation. One unit 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.
- Unit #2 has requested any late fees be waived. Unit owner has been out of work and is in the process of selling the unit. There doesn't appear to be any late fees on the account. Mark Kubera will ask Lori at Residential Management to check and see if any money sent in for siding or maintenance fees were applied to late fees and report back to the board.
- Unit #8 has requested May late fee be waived. She is new to the Woodlands and the lawyer said the first HOA fee was due June 1st. Dianna Lysak moved to approve the request to waive the late fee. Judy Chapman seconded the motion. The motion was approved - 3 in favor, 1 absent.

- Unit #8 contacted Residential Management with some maintenance items. Mark Kubera will respond to the list to let the unit owner which ones are the responsibility of the unit owner and which ones will be covered by the association. The board will look at the items related to trees and bushes during the walkabout.
- Unit #40 contacted Residential Management to explain the situation with dogs staying in unit #40. There have been no complaints about the dogs.
- Unit #38 garage had damage to the gutter, most likely a hit and run by a delivery truck. An estimate to repair was received by Quality Insulation of Eastern Connecticut for \$250.00 and the work will be done.
- Unit #98 contacted Residential Management to report another bird in their unit. Boisvert Plumbing installed mesh around the chimney to stop the birds from getting in. No issues have been reported after the mesh was installed.
- Unit #65 contacted Residential Management about noise in the area of their unit. Mark Kubera informed the unit owner about the Town of Windsor Locks noise ordinance, which is Monday-Saturday 7:00 am – 9:00 pm and Sunday 9:00 am - 9:00 pm. If the noise ordinance is violated then both the association and police could respond. No updates were provided by the unit owner of the timing of the noise.

NEW BUSINESS:

- Blake Equipment Company has submitted a new maintenance agreement to Residential Management for the pump station maintenance. Blake also reported heavy grease buildup that should be taken care of. The agreement has an increase of 7% and the new amount for the year is \$4079.50. Eric Boisvert moved to approve the maintenance agreement. Judy Chapman seconded the motion. The motion was approved - 3 in favor, 1 absent.
- The board discussed the getting bids for the 2021-2022 snow removal. Dianna will reach out to Fredo Landscaping to see if they would like to bid for a second year.

The next meeting will be Thursday, August 5, 2021 at 6pm via Zoom. The board will work with Mark Kubera to setup a time to do the annual walk prior to the August meeting.

- At 7:00 pm, a motion to adjourn the Board Meeting was made by Judy Chapman and seconded by Eric Boisvert. The vote to adjourn was passed - 3 in favor, 1 absent.

Judy Chapman

2021 Woodlands Association of Windsor Locks, Secretary