

WOODLANDS ASSOCIATION OF WINDSOR LOCKS

BOARD OF DIRECTORS MEETING

DATE: September 12, 2023

A meeting of the Woodlands Association of Windsor Locks, Inc., Board of Directors was held on September 12, 2023 via zoom.

ATTENDING: Dianna Lysak, President, Sean Hickey, Secretary (left early), Greg Blanchfield, Director, Judy Chapman, Director and Mark Kubera, Residential Management Corporation.

ABSENT: Eric Boisvert, Vice President

CALL BOARD MEETING TO ORDER:

- The board meeting was called to order at 6:23 p.m.

ADOPTION OF LAST MINUTES:

- The Board voted to approve the August 6, 2023 minutes. Judy Chapman moved to approve the minutes. Greg Blanchfield seconded the motion. The minutes were approved - 3 in favor, 2 absent.

PUBLIC SPEAK TIME:

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

FINANCIAL REPORTS:

- The August 31, 2023 Financials were discussed. Dianna Lysak moved to approve the August 2023 financials. Greg Blanchfield seconded the motion. The August financials were approved - 3 in favor, 2 absent.

ACCOUNT BALANCES AS OF 09/12/2023:

Windsor Federal Operating a/c	\$ 77,944.72
Windsor Federal Siding Sweep	\$ 3,170.90
Windsor Federal MM/Reserve	\$ 248,969.76
TOTAL	\$ 330,085.38

COLLECTIONS:

- Collections data not available.

OLD BUSINESS:

- Unit #25 reported an issue with sap getting on her car from a pine tree located next to her parking spot. Residential Management will reach out to Evergreen to look at the tree to determine if trimming will take care of the situation or if the tree needs to come down. Residential Management to update unit #25 with the status.
- Unit #53 reported an issue with water spilling over the edge of the downspout between Unit #53 and Unit #51. Dianna reached out to Shayne from Rhino to inspect.

- Unit #57 called Residential Management about an issue with their garage. They wanted to attend a board meeting to show the board their issue. Residential Management sent the zoom information to the unit owner.
- The Woodlands received a notice from the Town of Windsor Locks on July 16th saying there has been several complaints about the overgrown vegetation from our property on the Cannon Street side. There was some confusion about where the overgrown vegetation was, it was first thought it was on the fence line. It turned out to be further down Cannon where there are no houses and the Woodlands property line goes to the street. The board went out for bids to do brush hogging 3 feet back from the road. The board voted via e-mail to accept a bid of \$3,030.98 including tax submitted by Perleoni & Son Landscaping. The vote was 4 in favor, 1 abstained.
- Unit #88 reported an issue with water in the garage. It was determined to be a pipe related to the air conditioner was overflowing and the issue was not related to gutters.

NEW BUSINESS:

- Unit #6 sold and a letter was sent to the new owner requesting a lease be submitted to Residential Management for the tenant occupying the unit.
- The board reviewed the list of unit owners who have not returned pet Information form. The unit owners who have not complied will be pulled in for a hearing.
- Residential Management will send notices to unit owners regarding a hearing for missing Pet Information Forms for October and missing Rules and Regulations Forms for November.

EXECUTIVE SESSION:

- Executive Session started at 6:39 p.m.
- Executive Session ended at 7:08 p.m.

NEW BUSINESS continued:

- Guzie Landscaping submitted a quote of 2,352.81 plus tax to add topsoil and grass seed along the sidewalks that were replaced in Dove Court Units 51-73. Guzie will also take care of 3 additional sink holes at no extra charge. Dianna Lysak made a motion to approve the quote. Judy Chapman seconded the motion. The motion was approved – 3 in favor, 2 absent.
- Guzie Landscaping will brush hog the complex late September or early October.
- Dianna will check SETON for stop signs and street signs.
- Dianna and Mark to follow up with Kobo's regarding sidewalk repair and speed bump painting.

The next meeting will be Tuesday, October 10, 2023 via zoom.

- At 7:19 pm a motion to adjourn the Board Meeting was made by Dianna Lysak and seconded by Greg Blanchfield. The vote to adjourn was passed - 3 in favor, 2 absent.

Judy Chapman