

**Weathersfield Service Group
Board of Directors Meeting - Minutes
May 23, 2024
The Gathering Place**

President Steve Krasnow called the meeting to order at 2:03 pm. Directors Ernie Clarke, David Piet, Bob Spillane, and John Tyrrell attended the meeting; therefore a quorum was present. Secretary Nancy Peterson, Treasurer Rebecca Newton, and Communications Chair Joyce Brennan also attended the meeting as well as Mill House Properties (MHP) Director of HOA Operations, Michelle Johnson.

President Krasnow requested a motion to approve the Minutes of the April 25, 2024 Board meeting as well as two (2) Amendments (see below) to those Minutes. The motion was made and seconded and the Minutes and Amendments were approved unanimously.

Mill House Manager's Report - Michelle Johnson

- Eight (8) new work orders have been opened, including roof leaks, painting, and rotten fascia.
- One (1) current rental unit will be sold; therefore there are now seven (7) rental units out of twelve (12) possible.
- Southern Outdoor Restoration will pressure wash 6/17-27. The front railings of porches will not be pressure washed.

Nominating Committee Report- Chair, Bob Spillane

- The Board welcomes and takes any and all concerns expressed by residents seriously. Chair Spillane, therefore, began by addressing concerns expressed by a resident and Board member regarding the current Weathersfield Bylaws and actions taken last month that included an approved nomination, voting rights, the Board composition, and vacancies that might need to be filled at a time other than during the November Annual General Meeting. Chair Spillane and Communications Chair Joyce Brennan discussed opposing viewpoints. They had carefully considered the Bylaws, researched the history of prior decisions, and consulted with others prior to the meeting. It became clear that there were different interpretations of the Bylaws and, as a result, to ensure transparency and stay within the legal boundaries of our Bylaws, President Krasnow requested that Board members submit questions which will be sent to attorney Harmony Taylor. After her review, a meeting will be held with attorney Taylor and include Chair Brennan, Director Spillane, and President Krasnow.
- It was also determined that our current Bylaws need to be reviewed and, perhaps, updated, with direction from Harmony Taylor. Director Tyrrell introduced a motion to have attorney Taylor explore changing the WSG Bylaws to a minimum of five (5) Board members and a maximum of nine (9) Board members. The motion was passed unanimously. Recommended changes will be introduced to residents at the Annual General Meeting in November.

Architectural Committee Report - Chair, Bob Spillane

- Chair Spillane discussed a recent homeowner request that was not approved but will be documented. In addition, he advised the Board of the consideration that is given by the Committee to saving trees located near approved new decks, porches, handicap ramps, etc.
- The search continues to try to find a way to make the entrance signs to the closes more visible.

Insurance Committee Report - Chair, Steve Krasnow

- Bids have been received from companies to repair the two (2) homes damaged by the large tree that fell in April. The Board awaits a decision by Harford Insurance regarding the amount of money they will pay on our claim. The claims process has been frustrating but it is progressing.
- Market trends point to the expectation of significantly higher insurance costs nationwide. Our current HOA insurance coverage expires at the end of March 2025.

Landscaping Committee Report - Chair, David Piet

- Ruppert is continuing with weekly maintenance.
- Annual pruning of both common and parking areas started on May 22. Pruning of private property will begin on May 29, weather permitting. Flagging tape is available for use in each Close.
- Chair Piet discussed two (2) proposals submitted by Ruppert: 1) Electric vs. gas blowers: to continue using gas blowers or switch to electric, for a least part of the season; and 2) Shrub Growth Regulator: as a landscape enhancement, to spray a growth regulator on shrubs to help hold their shape. Board members unanimously agreed that there was little value at this time to adding these activities and costs. Chair Piet recommended and the motion was passed to add gas vs. electric blowers as a line item at year-end when our contract with Ruppert expires and consider the value and any added cost at that time.

Buildings and Maintenance Report - Chair, Ernie Clarke

- Work was done including completing an original back stoop, evaluating possible roof leaks, and an aging external door.

Utilities Report - Chair, John Tyrrell

- The remaining annual sanitary sewer inspections/scoping were completed.
- Brightspeed is recommencing their fiber optic installation work. It is important to note that the current plans only cover state owned and maintained public roads in the Village. Private roads owned by Service Groups (including those in Weathersfield) are subject to additional procedures, with information to come. Attorney Harmony Taylor, upon request, submitted a report to the Fearington HOA and Service Groups regarding the process for granting easements over the common areas. Weathersfield has the authority to grant the easement without member vote across common areas, including the private roads.
- Further research was completed and discussed and a motion was made with input from Directors Tyrrell, Clarke, Spillane, and Piet to recommend that the Board purchase approximately ten (10) tarps for no more than \$1,000. The motion was passed unanimously. The purpose is to have the tarps on-hand to temporarily protect a home from hurricane, wind, and other related weather damage or if a tree were to fall and expose/damage a home's interior. It would be almost impossible to find tarps at a store during or immediately after a significant storm, and this would be proactive protection. JCNJC was chosen to store the tarps and install them on a priority basis in a weather-related event.

Communications Report - Chair, Joyce Brennan

- Members of the Communications Committee contributed to the success of the Spring Fling, sending e-notifications, reminders, and planning and participating in the event.
- There is interest in having a fall event.

Treasurer's Report - Rebecca Newton

- The Raymond James account has been set up by Treasurer Newton in cooperation with Pinnacle and all documents have been signed and completed. In accordance with our Bylaws and the FDIC insured amounts, money will be moved from the Pinnacle account to the new SIPC insured Raymond James account the week of 5/20. In addition, as per the February 22 Minutes which documented the approval of moving the funds, WSG will

now have two separate accounts, each with approximately \$250,000 USD's (the maximum FDIC and SIPC cash insured amounts).

- We have kept the CD fund account at Pinnacle open with \$5,000 USDs for the future Reserve Account funds.
- Feedback was given regarding the mature CD at Pinnacle. Director Tyrrell suggested we purchase US Treasury Bills CD's (1 month to 6 months duration). It was agreed that we would speak with our Raymond James representative and pass on Director Tyrrell's suggestion and leave it in his hands as to what makes the most sense.
- WSG will have a segregated Reserve Account at a different financial institution than Pinnacle, with a financial intermediary directing the Reserve Account investments. In compliance with IRS regulations, Reserves need to be accounted for separately from operating funds. At the end of 2024, the net income amount (currently budgeted at approximately \$65,000) will be transferred to Raymond James.
- The Board reviewed the April Account Balance Sheet submitted by Tara Lacara (Mill House).

Other Business - President, Steve Krasnow

- **Reserve Study Inspection.** A Reserve Study on-site inspection was performed on May 14 by an Engineer of Reserve Advisors (RA), the company selected to do the study. Prior to the inspection, a brief meeting was held with the engineer to provide additional information including an overview of Weathersfield's physical layout and maps, and answer questions he had. In attendance were Nancy Peterson, Rose Krasnow, Dave Spencer, John Tyrrell, and Steve Krasnow.
- **Archival Record Keeping.** President Krasnow and Mill House's Michelle Johnson have begun the process of deciding on the best process to determine collecting a wide variety of paperwork - historic and current information and documentation regarding Weathersfield - and storing it electronically.

At 4:14pm, President Krasnow entertained a motion to adjourn the meeting. A motion was made, seconded, and passed unanimously.

The next regularly scheduled Board of Directors meeting will be Thursday, September 19, 2024 at 2:00 pm at the Gathering Place. Although the Board will not formally meet during the summer months, President Krasnow stated that its members or designees will be available, as needed, throughout the summer months.

Respectfully submitted,

Nancy Peterson,
Secretary
June 2, 2024

Amendments to the Minutes of April 25, 2024 approved:

Amendment 1: Directors Piet, Spillane, Tyrrell, and Krasnow approved the nominations unanimously in this meeting on April 25, 2024.

Amendment 2: Rebecca Newton, Treasurer; Ernie Clarke, Director and Chair of the Buildings & Maintenance Committee; and Nancy Peterson, Vice President will serve for the remainder of the terms of the Board members they are replacing, and Treasurer Rebecca Newton's responsibilities will include doing banking business.