



Woodlands of Chatterton Village

Woodlands of Chatterton Village Homeowners Association Board of Directors Minutes - August 27, 2015

7:00 – 9:00pm

Call to Order:

- **Roll call:** Judy Curcio, Lynn Mullally, Dennis Prichard, Bonnie Donaldson, Stuart Lazar, Kim Mosey

Review of minutes of preceding meeting on July 29, 2015 – Judy motioned to approve meeting minutes, Bonnie seconded; motion approved.

Open Forum:

Scott Cabble, Radcliff Drive - violation dispute - Scott spoke regarding the violations received for not cleaning up after his dog. He explained the violation did not contain a picture or description of where it was at. He has always cleaned up after the dog. Another neighbor has a dog and occasionally watches other dogs. His unit is located where people walk their dogs past his unit. Judy explained the difficulty in identifying who the offenders are. Kim explained that if there is no picture, a neighbor phoned in to complain. Stuart moved to wave the fine; Judy seconded – motion passed. KC Property will follow up, removing the fine.

Ormskirk resident asked why the pool was closed. The gate system was reset which usually corrects the problem. This was not the case and the programmer was called in to correct it. Cards will need to be reactivated, which has to be done manually. KC Property is working on reactivating cards.

Norwich resident spoke about his violations for having a commercial van parked in the community. He explained he is on call 24 hrs a day and cannot park in the garage as the vehicle is too tall. It was explained the vehicle could remain if his lettering is completely covered and no advertising can be seen. Chosen covering should blend in with the rest of the vehicle.

Radcliff resident spoke about units surrounding his unit being vacant. He is representing the owner of these units as their realtor. They are in the process of selling. He understands they are behind in their dues and his goal is to bring the dues current.

Norwich resident shared his concerns about the lack of landscaping. The edging is shredded because they are using a weed whip to edge instead of manicured with an edger. Judy spoke about the landscapers and what can be done in the fall to prevent the weed growth. Bird feeders contribute to the weed population. Thistle seed will grow weeds which are difficult to kill.

Ormskirk resident talked about her violation email regarding the weeds. This flowerbed is the responsibility of the Association. Resident did not plant anything in this flowerbed. Kim said she retracted the violation but did not notify the resident of the retraction.

Resident asked about how violations work as far as work orders. Violations and work orders were explained.

Reports of officers, committees, and management company

President: Northern Pines has been contacted about the lack of service and the areas that are continually missed.

Vice President: Lynn shared our Grounds Assistant, Jonathan who changes the garage lights and has not done trash in quite some time. His school and another job does not allow him the time. He will continue to change the garage light bulbs. Judy spoke about the history of the changing of the light bulbs. Lynn will follow up and let him know we will seek another person for trash pick-up and ask him to stay on board until we can find a replacement. We will advertise in the newsletter seeking a replacement

Treasurer:

- Operating checking: \$84,678.75
- Reserves: \$267,976.97
- Begin 2016 Budget discussions - Discussions about the upcoming expenses. Judy spoke about the upcoming concrete project, the drainage repairs and the gutters two buildings at a time. She explained there is special attention toward the concrete trip hazards.
- Alarm Inspections – proposal was received; discussion; decided this should be added to the budget for next year; vote on proposal was tabled.

Committee updates:

- Social Committee: Annette our Chairperson was not present. Judy thanked KC property for the donation for the school supplies for the party. Collections of supplies were taken this past Saturday. Party planned for next weekend is on target.
- Clubhouse Update:
 - Door unlocked- is a serious concern. Discussion on how it could have happened. Northern Pines does not use the clubhouse. Kim will speak to Pristine Pool Company.
 - Pool Gate/ Keycards - noted above
 - Co-Co-owner / Alcohol - About a week ago it was reported a resident had brought alcohol into the pool area. They were asked to leave by another resident and they did leave. Alcohol has a liability issue for us and is not permitted within the pool gates. It has also been reported residents are climbing the fence and using the pool after hours. This is not allowed and is a violation of the rules.
- Neighborhood Watch: Welcome Charles shared the information regarding local community safety. He would like to remind residents, please keep your garage doors closed. It becomes an invitation to thieves. People should be aware of their surroundings and report any suspicious behavior. Putting on your porch light will illuminate the area and lessen the chance of crime. Speed in the area continues to be a concern. Kim will order a sign for the entrance.
- Three Community Panel: Berm not being maintained by Twin Oaks. Kim will set up a meeting with them and walk the area next week. Kim will clarify who will be responsible for which sections of the berms and give them site maps. Kim updated everyone on the payments from the other two communities at the September meeting.

KC Property

Management reports, inspections, work orders.

New business

- Irrigation Solutions – was discussed. Poor service, poor invoicing. Judy asked to see if Matt with Grounds and Gardens would give a bid for the winterization of the sprinkler systems. Quotes for new irrigation company are being collected.
- Kim announced she is working with the pool company to close the pool. The target date for closing the pool will be sometime between the 9-11th of September. Judy spoke about the repair to the pool gate caused by residents climbing over the fence. She also will be checking on the camera system. Judy asked we be given a general update on the condition of the pool area. Kim will look into a non-slip coating for the bathroom floor. Costs needed for budget process.
- Concrete is moving forward and work is should begin soon. Permits should be completed by tomorrow. Kim will email Board if permits were approved. Township understands the time crunch we are under to get this work underway. Kim will check with Annette to make sure clubhouse is not rented the day the concrete in front of the clubhouse is scheduled for repair. Complete concrete project was reviewed.
- Clubhouse and PayPal – PayPal account was closed and a Woodlands PayPal has been created. Keith was the creator of the original account and Kim will reach out to him for the account information.
- Water intrusion was discussed. Residents should be checking their hot water tanks. They are reaching the age of replacement. Article reminder will run in the newsletter.
- Kim announced KC Property is closed on Monday for a professional development.
- Quotes for Alarm Inspections for 2016 – Kim presented a proposal. It is required to test 20% of every building. Judy reminded Kim of the need for the schematic drawing to have a record of which zone is where and connects to which address20%. Costs if approved to be included in the 2016-17 budget
- Annual Meeting Preparation coming up in October - Board members stepping down need to email KC Property. We will continue to look for volunteers for committees. Chairs will be needed to be ordered.
- Review Quote for sign at entrance "Children at play". Judy motioned to accept quote; Dennis seconded; motion passed. Kim will order sign and have it installed.

Old business

- Update on Concrete and Drainage Project – noted above.

- Northern Pine:
 - Dead tree removal – should be completed mid July - has been completed. Judy pointed out there is still one tree that needs to be removed (building 1) and one on Pembroke (building 11)
 - Review Quote for shrub replacement and tree trimming –need a proposal which includes a timeline.
 - Tree trimming schedule was promised the second week in September. Kim will follow up with Northern Pines to be sure we are on schedule.
- Metro Alarm – noted above.

Executive session:

Items for future newsletters: change of fees; hot water tank maintenance; neighborhood watch; change of season light safety; season pots for storage plantings removed; kid safety; concrete project; grounds and maintenance person

Add “Annual Meeting” to October date in newsletter

Next HoA meeting: Wednesday, September 30, 2015

Adjourned: 9:50pm