



# Woodlands of Chatterton Village

## Woodlands of Chatterton Village Homeowners Association Board of Directors Minutes

Wednesday, April 23, 2014

7:00 – 9:00pm

- Roll call: Judy Curcio, Lynn Mullally, Stuart Lazar, Bonnie Donaldson, Kim Mosey, Josh Vaselli-absent
- Adoption of agenda: Stuart motioned to adopt agenda, seconded by Bonnie. Motion approved – 4-0.
- Review of minutes of preceding meeting on March 26, 2014 – Stuart motioned to approve March 26, 2014 minutes, seconded by Judy. Motion approved – 4-0.
- Open forum for residents - none present

### Reports of officers, committees, and management company

- Vice President: Report on Grounds Assistant – extra hours were needed due to the snow melting and revealing large amounts of trash.
- Treasurer:
  - Operating checking: \$86,601.12
  - Reserves: reviewed \$170,388.89
  - Capitol Reserve Funding: More funding will need to be put into reserves to build up funds for capitol spending. The following expenses, along with other increases in service that were not budgeted will prevent WOCV from funding the reserve this year as planned. These amounts are approximate, but include \$17k ice dam removal, \$26k ice related repairs, \$10k insurance premium increase, \$4k mulch upgrade. Tabled discussion on increase in dues until July
- Committee updates:
  - Community Standards: Needed Chairperson for this committee. Discussion regarding the current need for this position. Stuart motioned to disband this committee, Lynn seconded the motion. Motion approved – 4-0. [KC Property to continue to oversee co-owner changes per policies already in place.](#)
  - Clubhouse: Annette Solomon, absent
  - Social: Annette Solomon, absent
  - Neighborhood Watch: Dennis Prichard, absent
- Three Community Panel: [Update on Lawn care service for pond area for 2014.](#) Kim reported Twin Oaks has been agreed upon by two communities, the Square has not yet responded. Kim will contact the Square and confirm their response.
- [Kim to review previous invoices sent to the Square and Village for payment and report back to the board.](#)

### New business

- Asphalt – several potholes within the community have been noticed. KCPS to provide comparison sheet for bids to repair.
  - [Pot holes were patched, need additional clean-up KC to call company that did the repairs.](#)
- Kim would like to add reviewing the snow emergency policy to the next agenda.
- Garage trim: KCPS to update cost to repair buckling trim around garage doors. [Per KC Property, repair work has been completed.](#)
- Concrete: Porches rose from frost depth causing difficulty with front doors, KCPS to identify addresses and repair costs.

## **KC Property Services**

- Management report, inspections, work orders were reviewed.
- Pond aerators to be reinstalled for season KCPS is waiting for call back to verify installation dates.
- Water meter to be reinstalled by Canton Township. This work for the township begins May 12<sup>th</sup>. [The lock box will be opened to allow installation.](#)
- Kim reported the spring gutter cleaning scheduled for May 20<sup>th</sup>.
- A walk around the community [with the new landscape company, Northern Pine](#), is tentatively scheduled for May 8<sup>th</sup>. Board members interested in joining the walk please contact Kim.
- Irrigation map will be provided in July.
- [Pool security cameras and gate locks: Service provider has been changed to Comcast. Metro Security to meet with KC to finalize correct installation at the Clubhouse. We should not experience any more problems with viewing security cameras and working with the keycards for the pool gate.](#)
- Pool is scheduled to be open Memorial Weekend.

## **Old business**

- Condominium By-Law and Master Deed Changes were discussed. Stuart discussed options with attorney. We will begin again.
- Caulking around front porches and sidewalk: 2 buildings were completed in 2013, balance to start in the spring – KCPS will seek bids for the remaining buildings.
- Side walk repairs 2014 were discussed. Kim will send the bids to the Board for review. Kim will call Canton Township to request repairs to sidewalks where the water caps have popped up.
- Higher grade of mulch for this year was discussed. Northern Pines will be the provider. Judy motioned to approve high grade of mulch, Stuart seconded the motion. Motion approved – 4-0.
- Glass bulletin board for pool area - 2014 – Lynn motioned to purchase glass bulletin board for pool area, Stuart seconded motion. Motion approved – 4-0.
- Proposed Clubhouse house carpet vs tile – tabled to 2015
- Bury drainage lines - Review Proposals – tabled
- Painting project buildings trim- remaining buildings are 12, 13, 14, and 18. Proposals were reviewed. Stuart motioned to approve LJU proposal. Judy seconded the motion. Motions approved 4-0.

## **Trackers:**

- Proposed bike path between Chatterton Village and Woodlands of Chatterton Village – tabled
- Drainage repairs: “B” units continue to have a drainage problem on the front side of buildings. – tabled
- Garage doors need painting – tabled
- Caulk garage areas between building and drives- tabled
- Salt Buckets for residents – tabled
- Snow Emergency – proposal requested
- Painting project of buildings: 12, 13, 14, 18 –was moved to old business.
- Work requests ON HOLD - Kim will review and report back.
  - 47604 Ormskirk: bury drain pipe- request proposal from Northern Pines.

- 3858 Radcliff: Caulking around front door: - verify completion
  - 47704 Pembroke: Caulking around front door needs to be replaced
  - 47464 Pembroke: grass in poor shape will be looked at by Northern Pines if was not corrected
  - 3990 Norwich: front porch cracking –noted as future repair
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- Executive session: Liens/Foreclosures
  - Next HoA meeting: Annual Meeting, Wednesday, May 21, 2014
  - Adjourned: 9:25pm