

Winding Brook Homeowners Association

Meeting Minutes

June 23, 2005

PRESENT: Michel St. Germain, John Canning, Steve Berkett, Sue Deacon, Betsy Walters; Board of Directors. George & Evelyn Perraudin, Midge Nason, Joe Goodreau; Homeowners. Sandy Lacroix and Linda Spellman represented the management company.

The meeting was called to order at 6:35 p.m.

REVIEW OF THE MAY MEETING MINUTES: The minutes were accepted as written with one correction. Add: The homeowner must advise guest of association parking rules, and if they leave their car in the overflow parking lot for more than one night, they must put a notice on the dashboard that they are a guest of unit # and leave a key with that unit owner. Motion by Steve Berkett to accept minutes with one correction, the motion was passed.

REVIEW OF THE MAY FINANCIALS: Steve Berkett gave the financial report. The financial report was accepted as presented. A copy is attached for your review.

DISCUSSION REGARDING BUDGET CUTS AND ROOF REPAIRS FOR BUILDING H: The Board and homeowners discussed the fact that expenses are higher because of overages in the bills for pumping of the sewer, boiler repairs, roof repairs and painting. John Canning stated that the homeowners do not want another assessment for these expenses. He made a motion to put a new roof of the back of building H, skip the repair to the two patios and the fence for the overflow parking lot at this time. To do the roofing on building H, \$4000.00 will be taken from the reserve account. The motion was approved. Steve Berkett will arrange this transaction. Building C looks good, they did a good job on the roofing and power washing the entrances.

BOILER ISSUE: There are four units, numbers 28, 31, 44 and 51, who have not brought the boilers in their units up to code set by the state of Vermont. These are considered a fire hazard and the work must be done. The board decided to send these homeowners a certified letter, according to the association by-laws, and state a date and time limit of six weeks for the work to be done, and if at that time no confirmation has been received as to work having been completed or work scheduled, a member of the board and a member of the property management company will enter the unit and have the work completed. The homeowner will be billed for boiler repair and for a locksmith if one is needed to enable entry to the unit.

PROPOSING ADDITIONS TO THE RULES AND REGULATIONS: There is a general consensus that the association's rules and regulations should be updated. John Canning, Sue Deacon, Steve Berkett and Midge Nason are interested in working on this project and invite anyone who is interested to contact them and become part of the committee. They have set the January annual meeting as a date for presentation.

BOUNDARY LINES: The boundary line markers cannot be located, and no one knows where the proper boundary lines are. It was suggested that the association should hire a service to find out where the property lines are and put markers in place. Mike St. Germain suggested that next year the association determine where the land between the Lang building and Winding Brook starts and stops. We need to get a proposal for the cost of doing this.

CORRESPONDENCE:

letters were received from:

- €€ Joe Goodreau stating concerns about his safety gate. The gate is not to be a permanent installation and was installed because of the danger of speeding vehicles. After much discussion John Canning made a motion that for the safety of children and animals, a full size gate, like the gate at unit #35 should be put up at the homeowner's expense. After much discussion the board voted to allow him to keep his current gate up and he can leave it open when not in use.
- €€€ Denise and Jonathan Kleinman concerning minor repairs to the unit, the board stated that such repairs should be done by the homeowner to keep expenses of the association down. The screen and sliding door assembly in each unit and upkeep are the responsibility of the homeowner. All items, if replaced, must be the same as all other units, but all repairs, or replacements are at the homeowner's expense. The suggested company to handle this type of repair is Burlington Glass.
- Jean Wilson concerning walkway solar lights that were needed due to area being dark and sidewalks having cracks. The board decided to approve the use of the solar lighting along the sidewalk, since the lights are needed due to a specific safety problem. The light by the kitchen must be removed, but the motion light attached to the back of building can remain in place, but must shine downward. This does not mean that every homeowner can install solar lights by walks or on the building. All requests for installation must be made to the board of directors and will be considered on an individual need basis.
- Mike DeNunzio had two concerns:
 1. He would like to install keyless entry to his garage which necessitates a small amount of drilling for wires, etc... The board approved installation at

homeowner's expense. There must be a manual override installed, and the code for opening the door must be registered with the management company for use in case of an emergency.

2. Mike DeNunzio also had concerns about cats roaming around the backyards, which causes his dog to bark and the neighbors complain. The cats also frighten the birds away from the bird feeders. He wants to know if there is a leash law for cats. Property management will check with the city of South Burlington. *

OLD BUSINESS:

- The problem of parking was discussed and the possibility of parking decals for cars is under consideration.

DRYER VENTS: An annual inspection at a shared expense to have the vents cleaned. Discussion about how to prorate cost of dryer vents. There will be a line item in next year's budget concerning this topic. The board is considering a sharing of the expense and the association pays a percentage of the cost. More information is needed so the board tabled the discussion until a future meeting. The management company will call for estimates.

OTHER BUSINESS:

- Everyone is asked to watch for anyone dumping items behind garages or around Winding Brook. Please report these incidents to the board and get a license plate number. This is costing the association extra funds for removal.

- A request was made that Landscaper, John Bushey, weed around unit 28. John has been working on the retention pond path. He has done some weeding but has not completed all of winding Brook.

- The catch basins need to be cleaned. Property management will contact Richard Bushnell for a quote.

- It was reported that at unit 18 there are several dried branches and possibly a tree is dead. Mike St. Germain will contact John Farrell.

- There was a question about why new shrubs are being put in when salt cannot be purchased due to funding. Couldn't the overcrowded shrubs be thinned or replanted.

The management company will inquire from John Bushey about the expense for placing barrels of salt near units, so individuals can salt dangerous icy areas as needed.

•If you hear an alarm bell ringing in Winding Brook, and/or lights flashing, call the management company at 878-7307.

With no other issues to discuss, the meeting was adjourned at 8:40 p.m..

The next association meeting will be on August 18, 2005 at 6:30 p.m. in the South Burlington City Offices.

Respectfully submitted by Sandy Lacroix Property Management.

***MEMO TO ALL HOMEOWNERS**

Note from Property Management: Homeowners should refer to number 14 of the Associations Rules and Regulations. Also all pet owners should be aware that South Burlington requires that pet owners register their cats and dogs with the city and purchase a license. The leash law requires all pets allowed outdoors to be on a leash