

**WINDING BROOK HOMEOWNERS' ASSOCIATION  
ASSOCIATION-WIDE MEETING MINUTES**

**MAY 10, 2007**

The Winding Brook Homeowners' Association held an Association-wide Meeting on Thursday, May 10, 2007 at the South Burlington City Hall. President Mike St. Germain called the meeting to order at 6:54pm.

PRESENT: Susan Deacon, Richard Parent, Mike St. Germain, Barbara Romanoff, Betsy Walters and Steve Berkett: Board of Directors and Advisor. In total, nine members of the Association were present, in person or by proxy. Sandy Lacroix: Sandy Lacroix Property Management.

**1) Declaration of Quorum**

With only 6 units from Winding Brook I and 3 units from Winding Brook II present in person or by proxy, Richard Parent declared the lack of a quorum and President Michel St. Germain, acting on the parliamentary advice of Storm Water Advisor Steve Berkett, opened the meeting as a regular Board Meeting. Without quorum, no definitive action on a Special Assessment is allowable, but *discussion* of Association-wide issues such as the Special Assessment may occur.

**2) Discussion**

President Mike St. Germain and Storm Water Advisor Steve Berkett discussed the current state of the Association's attempts to complete our storm water construction. The plans for the new, larger storm water pond have been accepted by the City, and we now have permission to solicit bids from construction companies to perform the necessary work. The engineers are preparing the bid documents now, and we anticipate beginning construction this summer. This is good news, but because of the delays in getting this approval, the final cost of the required construction has increased from the last estimate.

These are the current estimates for the necessary work:

\$78,000	Pond construction
\$5,000	Shrubbery replacement
\$2,500	Survey of property
\$5,000	Refurbishment of existing storm water system
\$3,000	Engineering costs
<u>\$2,500</u>	Legal fees
\$96,000	Total expense ( <i>estimated</i> )

At present, the Association only has \$88,000 set aside to pay for this work. Because of this financial shortfall, the Board of the Association proposes a Special Assessment of

\$18,000 to be paid by September 1, 2007 to cover the projected expenses and any unforeseen expenses related to this necessary work.

**3) Motion and Beginning of Voting**

President Mike St. Germain moved that the Association levy a Special Assessment for \$18,000 to be paid by September 1, 2007. This motion was seconded, and the nine assembled Association members voted unanimously in its favor. However, lacking quorum, this vote was not allowable under the Declarations of Condominium for Winding Brook, and will be disregarded.

**4) Related Issues**

Association members raised the issue of the construction on Kennedy Drive, and its impact on draining and flooding in the Winding Brook development. The Board agreed that this is an important issue, and will discuss at its next meeting how best to proceed with the City to rectify these problems. **All Association members are encouraged to take photographs of standing water, flooding, or drainage problems that you suspect may have resulted from the Kennedy Drive construction and to give these pictures to the Board.** Documenting the problems we face will help the Board in our negotiations with the City.

**5) Suspension of Meeting**

With no quorum, and no further business to discuss, President Mike St. Germain suspended the meeting. Paper ballots will be distributed to all Association members not present at this meeting. As the vote was not permissible, any paper ballots received will be discarded.

This meeting will be resumed and adjourned at the next meeting of the Board, scheduled for May 31, 2007.