

**WINDING BROOK HOMEOWNERS' ASSOCIATION  
BOARD MEETING MINUTES**

**May 31, 2007**

The Board of the Winding Brook Homeowners' Association held a meeting on Thursday, May 31, 2007 at the offices of Sandy Lacroix Property Management. President Mike St. Germain called the meeting to order at 6:31 pm.

PRESENT: Susan Deacon, Richard Parent, Mike St. Germain, Barbara Romanoff, Betsy Walters: Board of Directors. Alex Lyall and Shirley Sweet: Association members. Sandy Lacroix: Sandy Lacroix Property Management.

**1) Resumption and Adjournment of Suspended Association-Wide Meeting**

At 6:32 pm on Thursday, May 31, 2007, President Mike St. Germain resumed the Association-wide meeting held on May 10, 2007. Without a quorum present at the Association-wide meeting, the special assessment to pay for the necessary construction of our storm water pond and system could not be proposed and voted on. Thus, the vote taken at the meeting and the subsequent paper ballots received by the Board on this issue have been discarded.

As the Board explained at the May 10, 2007 Association-wide meeting, the Association does not have sufficient funds set aside for the necessary storm water work to cover the expenses of this work. Lacking additional funds from a special assessment, the Board will be forced to use funds from our emergency reserve account to make up this budget gap. These funds will need to be replenished as soon as possible, as associations' reserve accounts have long been considered a primary indicator of the health and well-being of associations for many banks and mortgage lenders.

Thus, the Board sees little choice but to propose a special assessment at the next Annual Meeting (scheduled for January, 2008). This assessment will be based on the actual costs of the storm water construction and the state of the reserve account. As work on the storm water system proceeds, the Board will continue to keep the Association membership informed.

At 6:35 pm, with no further business to discuss, Present Mike St. Germain adjourned the Association-wide meeting of May 10, 2007.

The Board would like to thank the conscientious Association Members who had attended this meeting, and the Members who took the time to vote on this important issue.

**2) Review of the April and May Meeting Minutes**

The minutes of the April 24, 2007 Board meeting were approved as amended. The minutes of the Association-wide meeting of May 10, 2007, are to be revised in light of

the lack of quorum. These minutes will be distributed to the Association once they are approved.

### 3) **Review of the April Financials**

The financial state of the Association is, generally, good. The recent problems with late payments of Association dues appear to have ended, and so the Board would especially like to thank and commend the Association members for their diligence in paying the monthly Association dues on time.

Removal of dangerous and dead or dying trees is set to begin soon, with several worrisome candidates already having been identified. Another round of tree safety examinations will occur toward the end of the summer, when new growth patterns can help the Board and its tree removal service to best identify new dangers.

Buildings B and C will be power-washed this summer. Building A will not be power-washed this year, but is scheduled to be power-washed and repainted next year.

### 4) **Storm Water Update**

Progress continues! The bid requests for the construction of our new pond and system have been sent out to contractors, and the Board is now waiting for proposals to be submitted.

At the Association-wide meeting of May 10, 2007, several Members raised concerns about water runoff from the Kennedy Drive construction pooling and possibly flooding behind C Building. Based on the survey work done on the Association's boundaries this spring, it now appears that the Association *could* build a ditch and/or swale to channel water from Kennedy Drive safely into drains and away from C Building. The cost of this work is not presently known, but the Board will continue to investigate our options.

As was mentioned at the Association-wide meeting, **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.

Finally, a group of condo associations has been trying to negotiate with the City to change the terms of the transfer of their storm water systems to the City. The Winding Brook Board is uncertain about both the wisdom of pursuing this path and the eventual outcome of these negotiations. We continue to remain in contact with this group, however, and will monitor its progress closely.

### 5) **Insurance Information**

Insurance costs for the Association have increased, as the value of the Buildings has increased by around \$800,000. Our previous annual premium was \$17,498, which will now increase to \$18,470. This amount, though higher, is still well within our budgeted amount for insurance: \$19,500.

**6) Information Regarding Repairs to Units 83 and 84**

Units 83 and 84 have reported serious and widespread interior damage caused from moisture entering the units from the outside. Inspections have revealed rot around vents in the roof, which may have allowed the water into the units. This is especially disturbing as the roof on I Building was replaced only a few years ago.

Costs for these repairs have been estimated at \$4,924 for Unit 83 and \$6,382 for Unit 84. The Board and Sandy will continue to investigate the best ways to repair the damage to these units and to the roof.

**7a) Combination Smoke/Carbon Monoxide Detectors**

Brown Electric, Inc. will be performing the required replacement of the existing smoke detectors in all units with combination smoke and carbon monoxide detectors, as demanded by law. The new units will cost \$32 each, and the cost of a unit and the labor to replace it will be billed to Association members in August or September of this year. Sandy Lacroix will be coordinating the scheduling of this work and the subsequent billing for its cost. More information on this will be coming soon.

**7b) Dryer Vent Cleanings**

Buildings D, E, and F are scheduled to have their dryer vents cleaned out this year. Sandy Lacroix will be making arrangements with a vent-cleaning company to perform this work. More information will be coming once this is scheduled.

**7c) Exterior Lights**

The exterior lighting committee has done an excellent job in identifying new lighting fixtures to install at Winding Brook that will meet our permitting requirements. The Board expects to begin replacing existing lights that have failed or are failing soon, over time replacing all of the lights with new, fully-functional and attractive units, at a pace the budget will allow.

**7d) Fence Replacement Behind Building C**

The Board has received a proposal from a contractor to replace the old wooden privacy fences behind Building C with new plastic-wood fencing. This work is expected to begin soon.

**7e) Unit 55: Chipmunk Concerns**

Unit 55 reports extensive problems with chipmunks digging holes in and around the foundation slab. Unfortunately, the chipmunks are permanent residents of the Winding Brook ecosystem. However, there are things the human residents can do to discourage this sort of intrusion. The Board notes from personal experience that moth balls do not deter chipmunks, but has heard that scented dryer sheets might work. All Association members with suggestions for how to deal with this persistent problem are encouraged to contact a Board member to share their folk wisdom.

**8) IMPORTANT ALERT: CAR “BREAK-INS”**

In extremely disturbing news, Units 12 and 66 have reported that their cars have been “broken into” while parked in a Winding Brook lot. Both cars were left unlocked. **All residents are urged to lock their cars at all time, and to report any suspicious behavior in or around Winding Brook.** With vigilance from all residents, we can make Winding Brook a neighborhood that is safe and secure.

**9) Adjournment**

With no further business to discuss, President Mike St. Germain adjourned the meeting at 8:50 pm.

The next Board meeting is scheduled for Thursday July 5<sup>th</sup> at 6:30pm, and will be held at the offices of Sandy Lacroix Property Management. All Association members are welcome to attend.