

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

September 12, 2007

The Board of the Winding Brook Homeowners' Association held a meeting on Wednesday, September 12, 2007 at the home of Steve Berkett. President Mike St. Germain called the meeting to order at 7:04pm.

PRESENT: Susan Deacon, Richard Parent, Barbara Romanoff, Mike St. Germain, Betsy Walters: Board of Directors. Steve Berkett: Association Member and Special Storm Water Advisor. Sandy Lacroix: Sandy Lacroix Property Management (SLPM).

CARBON MONOXIDE DETECTORS!!!

By October 1, 2007, all units in Winding Brook must have their existing hard-wired smoke detector replaced with a combination smoke and carbon monoxide detector. The cost for this replacement unit and the installation will total around \$60, and Sandy Lacroix Property Management will coordinate the installations. **All owners and residents must contact Sandy's office immediately at 878-7307** to schedule the brief swap-out work. Failure to do so will result in your unit violating State fire code, and you could receive a substantial fine from the Fire Marshall.

THE OVERFLOW LOT IS NOT A STORAGE LOT!!!

It has come to our attention that some residents and former residents are using the overflow parking lot to store their goods and/or non-functioning vehicles. **The overflow lot is for the use of current residents only, and for the storage of functioning, mobile vehicles only. All other goods and non-functioning vehicles will be towed at owners' expense!**

2) CALL TO ORDER

At 7:04pm President Mike St. Germain called the meeting to order.

3) APPROVAL OF SECRETARY'S MINUTES

The minutes from the July 12, 2007 meeting were approved as amended.

The minutes from the August 7, 2007 meeting were approved as submitted.

4) FINANCIAL REVIEW

The Board has decided to return to our traditional method of keeping our books in Excel, and we are all very happy with the much more detailed picture this allows us to have of our finances. Thanks to Barbara and Steve for all of their hard work during this transition.

The Reserve account of our budget has taken a serious hit during this fiscal year. The unexpected expenses associated with the February and March blizzards, and other unforeseen costs have taxed our budget beyond its limit to adjust. Treasurer Barbara Romanoff will discuss this situation with the Association at our Annual Meeting in January, and will propose to the Association the most productive possible methods for rectifying this situation.

5. OLD BUSINESS

5a. STORM WATER PERMIT

It now appears that there are several different possibilities facing us as we decide which next steps to take on the storm water project. Special Storm Water Advisor Steve Berkett has continued his dialog with the City and with the State Agency for Natural Resources, and will report to the Association his findings at our Annual Meeting in January.

5b. EXTERIOR LIGHTING

The Board ordered test lights to replace the existing failing and dilapidated lights, but the lighting company shipped us the wrong lights. We will return these lights and install the new test lights as soon as they come in. When we have installed them, we will welcome your feedback on the new look and functionality of the lights.

5c. I BUILDING ROOF END UNITS – 83 & 84

Shingle City has proposed to repair the leaking roofs over units 83 and 84 for around \$275. The Board has approved this expense.

5d. MANAGEMENT COMPANY UPDATES

5d.i. PATIO REPLACEMENT – UNIT 55

The work will be performed on September 24th.

5d.ii. OTHER MANAGEMENT COMPANY UPDATES

It has come to our attention that our bank is currently charging us fees for what we consider to be regular usage. Given the not inconsiderable size of the Association's annual budget, Sandy Lacroix Property Management will look into the possibility of the Association moving our accounts to a bank that will not charge us usage fees.

SLPM will also investigate the possibility of starting automatic payments of Association Dues. This will be a time-saving option for any interested unit owner, but will never be mandatory.

5e. RAIN GUTTERS & DOWN SPOUTS

All of the new gutters have been installed, and all appear to be working as we hoped they would.

5f. SEVERE WINTER WEATHER STORM POLICY AND PROCEDURES

This item was tabled for further discussion at a future Board meeting.

6. NEW BUSINESS

6a. UNIT 67 SLIDER DOOR LEAKING

Unit 67 appears to have water coming into it from the doorframe around the sliding patio door. New View Construction will investigate the problem and inform us how best to fix it.

6b. SETTING GOALS FOR CY 2008

This item was tabled for further discussion at a future Board meeting.

6c. FORMING COMMITTEE FOR CY 2008 BUDGET

This item was tabled for further discussion at a future Board meeting.

6d. SPILLANE'S CONTRACT FOR TOWING

The Board is unhappy with the performance of Spillane's Towing. Sandy Lacroix Property Management will explore other options for towing services.

6e. BOARD OF DIRECTORS NOMINATION COMMITTEE

This item was tabled for further discussion at a future Board meeting.

6g. SEASONAL REMINDERS

As summer fades away and fall moves in, several items in the Administrative Rules and Regulations once again become important for us all. Special Advisor Steve Berkett is preparing a seasonal reminder to all residents about issues in the Rules and Regulations that need special attention, such as window air conditioner removal, stove and exhaust vent inspections, and other important items.

6h. KENNEDY DRIVE ENTRANCE RENOVATION

The Board is in strong agreement that this is a serious item we will discuss at length at a future Board meeting.

7. ADJOURNMENT

The next meeting of the Board is scheduled for Monday, October 15th, 2007, at 6:30pm at the offices of Sandy Lacroix Property Management. All Association members are welcome and encouraged to attend.

With no further business to discuss, President Mike St. Germain adjourned the meeting at 8:29pm.