

**Winding Brook Homeowners Association
Board Meeting Minutes
February 7, 2008**

The Winding Brook Homeowners Association held a meeting on Thursday, February 7, 2008 at the offices of Sandy Lacroix Property Management. President Mike St.Germain called the meeting to order at 6:30 pm.

PRESENT: Mike St.Germain, Susan Deacon, Betsy Walters, and Barbara Romanoff: Board of Directors. Kari Ploof represented the Management Company.

SUSPENDED ANNUAL MEETING FROM JANUARY 17, 2008: The meeting was suspended to see if stormwater assessments would be approved. The President, Mike St. Germain is now terminating that vote due to the amount proposed for a special assessment would not cover the cost and more assessments would be needed. Susan Deacon motioned to adjourn the meeting, Barbara Romanoff seconded, all voted in favor and the motion passed.

Convene the first Board Meeting of 2008: Mike St. Germain called the meeting to order at 6:36.

REVIEW OF THE DECEMBER MEETING MINUTES: The Board tabled the review of the meeting minutes since not everyone had received them for prior review.

FINANCIAL REVIEW: The Board reviewed the financials and made these comments. For any future Annual meetings we will let the homeowners know what there dues will be for the upcoming year privately. They will each be sent or delivered a notice with only the amount of their dues and addressed envelopes from SLPM will be sent with this notice for the homeowner's convenience. This item should remain confidential.

OLD BUSINESS:

- **Follow up with insurance company about units #83 & 84:** Kari Ploof reported that she has gone back to the insurance company to find out what has gone on with this claim. The insurance company explained why amounts were decided on as they were. Kari then contacted Nu-View Construction to let them know her findings. Nu-View Construction will now go back to unit #83 and give a new estimate and work with Winding Brook to resolve this claim.
- **Shoveling Roofs:** The Board has decided not to do this at this time.
- **Snow Removal:** Kari Ploof will write a letter to John Bushey regarding the performance of his workers and equipment failure during this most recent set of snowstorms. In the letter she will request that he have a backup plan in the future to buy more equipment or rent what is needed to do the job correctly. Areas of concern are not shoveling around fire hydrants and mailboxes, not shoveling walkways and blocking garages with snow.

NEW BUSINESS:

- **Writing of Minutes:** Kari Ploof will take the minutes at the meetings and Susan Deacon will be the acting secretary and make any needed changes to the minutes.

- **A President's letter to address annual meeting attendance:** Mike St. Germain will write a letter to homeowners to let them know that it is a responsibility of homeowners to either attend the annual meeting or send in a proxy. Mike will work with Kari to draft a letter then it will be emailed to the board for their review and corrections. The draft will then be discussed at the next board meeting.
- **A new location for Annual Meeting:** Next year the Board will find a new location to hold the Annual Meeting.

OTHER BUSINESS:

- **Protocol to registering comments/concerns:** The proper protocol for anyone with any issues regarding Winding Brook is as stated: Homeowners call the Property Management Company at 878-7307 and speak with Kari Ploof or email Kari at kari@sandylacroix.com. Let property management know what your problem or concern is and they will take care of it. If the Board needs to be involved in this decision, then property management will speak with them. Do not go to the Board of Directors with any issues, this is the job of Property Management. Please do not ask any Board members or neighbors to call in your concerns or questions, it's much easier for the Management Company to talk to someone who can answer all of our questions regarding your issue.
- **Owners who Lease their units:** To owners who are leasing their units, please make sure you have sent a copy of your lease agreement and all necessary information about the renters to the Property Management Company. This is clearly defined in the Administrative Rules and Regulations of Winding Brook.
- **Towing:** If your vehicle has been towed you need to call Handy's Towing Service at 862-0656. This is the service that Winding Brook has a contract with.

ELECTION OF NEW OFFICERS FOR 2008:

PRESIDENT: Michael St. Germain

**CO-TREASURERS: Michael St. Germain
Barbara Romanoff**

VICE PRESIDENT: Susan Deacon

SECRETARY: Susan Deacon

**MEMBERS AT LARGE: Betsy Walters
John Canning**

ADJOURNMENT: With no further discussion at the meeting Betsy motioned to adjourn, Barbara Romanoff seconded, all voted in favor and the meeting adjourned at 7:55. The next meeting will be on March 13, 2008 at 6:30pm at Sandy Lacroix Property Management's office. The meetings will be scheduled the second Thursday of each month unless a scheduling conflict arises.

Submitted by Kari Ploof managing agent for
Sandy Lacroix Property Management