

**WALDEN WOODS**  
**BOARD OF DIRECTORS MEETING MINUTES**

**MEETING DATE:** August 28, 2024

**STATUS OF THESE MINUTES:** Final

**ATTENDANCE:**

**Directors in Attendance:** Boccuzzi, Corcoran (*sitting for Moffa*), Bernier, Holcomb, Onessimo, Devlin, Robertson, Dostal, Yalamanchili, Henry, Laliberte

**Directors Absent:** Jones

**Elite Property Management Representative:** Chris Kohnle

**1. CALL TO ORDER:**

Director John called the meeting to order at 7:00 PM.

**2. BUTLER LANDSCAPING**

Bob Butler and Patrick Haggett of Butler Landscaping was present to review problems, answer questions, and resolve issues with the Walden Wood Community. Questions were gathered and submitted prior to the BOD Meeting.

- Butler has tried to get ahead of the crab grass issue with pre-emergent application in the spring. It was recommended to do another pre-emergent application again in the fall to kill the crab grass seeds. Bob will make recommendations where re-seeding and pre-emergent applications should be applied. Bob will give Chris a quote.
- Pruning is about to begin. If there are shrubs that are not to be pruned, they need to be “flagged.”
- The Board wants better communication between them and Butler. Elite is the point person. Danielle is very prompt in sending messages quickly. Butler acknowledged that communications from Butler could have been better regarding the irrigation issue. The system was on but not running because there were “cool temperatures and ‘wet’ from a lot of rain.”
- When the Community submits a request for work to be done, it will make the turnaround time for a proposal easier and quicker if the need is clearly stated. This is to avoid the back-and-forth questions which only delays giving a proposal.

**3. APPROVAL OF THE PRECEDING MINUTES:** Minutes from the June 26, 2024, BOD Meeting were reviewed and approved with one minor change. John motioned to approve the minutes. All were in favor of approval of minutes. No one opposed.

- 4. FINANCIAL REPORT:** Financials as of July 31, 2024, were submitted to each Board Member. Ken reviewed the Budget.

The Conservancy current year net income is (\$15,615.36)

The Village current year net income is \$19,117.98

The Ridge current year net income is \$2,938.23

The Duplex current year net income is (\$13,591.94)

The Townhome current year net income is (\$31,756.94)

## **5. PROPERTY MANAGER'S REPORT**

**a. Summary of Property Manager on-site activity:**

On site activity reports for the past two months are included in the BOD Packet starting on page 20.

**b. Scheduled Pending Services:**

Chris is currently working on setting up a public wi-fi password for the pool area.

**c. AAI status:**

There have been 4 AAIs closed since last meeting and 4 new ones have been submitted. Currently there are 14 AAIs open. Chris is about to inspect 3 of them.

**d. Delinquent fees:**

5 unit in Collections

9 make up all the fees

\$19,000 owed but \$10,000 of the \$19,000 are late fees

- 6. UNIT OWNERS' FORUM** – Unit Owners were given opportunity to address the Board with thoughts and concerns.

## **7. UNFINISHED BUSINESS:**

**a. Conservancy Goals/Projects 2024:**

Replacing LED Lights in the Meeting House will be on the Budget for 2025 as well as changing the sink in the bathroom.

Also, on the schedule for 2025 will be replacing pool furniture, benches for the Courts, and picnic tables.

Tree work at the Pool – a proposal from Butler was submitted to clean up the trees around the pool area that have fallen or are leaning. Chris also asked Evergreen for a quote. This will be reviewed at the September BOD Meeting.

**b. Amenities Survey**

Results are in for the Amenities Survey and can be found in the BOD Package starting on page 38. The top two responses were for a “playscape” or “nothing.” There was a total of 70 responses received.

**c. Irrigation Issues**

There is a concern that Butler has their arms around the new irrigation system. It is very complex. This new system is hooked to the internet and the weather system. The Board will be able to receive reports on the status of the system and how it is operating/functioning.

**d. Any unfinished business**

No unfinished business

**8. NEW BUSINESS**

**a. Beginning Budget Process 2025**

Chris handed out the Draft Budget for 2025. It was recommended that dates be put on these Budget Reports as updates occur.

**b. Hearing Results**

**1 Rhodora Terrace**

Issue – Feeding the wildlife food scraps & the bird feeder is still located on deck even after multiple letters indicating these issues need to be dwelt with.

Birdfeeder has been removed and scraps have been cleaned up. No fines will be issued but if it happens again appropriate fines will be assigned with no further warning. Russ motioned the above and Bill seconded the motion; all were in favor; none opposed.

**418 Pond Bridge Road**

Issue – Shutters need to be repainted or replaced and the siding on the right side of unit is damaged and needs to be repaired.

Resident was a no show. Russ motioned to do repairs (not to exceed \$800). John seconded the motion; two opposed (Bill and Dieter); balance of the Board was in favor.

**435 Pond Bridge Road**

Issue – The right side of the unit must be power washed. Moss is built up on the roof and gutters and landscaping must be maintained.

Resident was a no show. Russ motioned to do repairs (not to exceed \$800). John seconded the motion; two opposed (Bill and Dieter); balance of the Board was in favor.

**445 Pond Bridge Road**

Issue – The left side of the unit must be power washed, and moss is built up on the roof.

Resident attended hearing. Russ motioned to apply no fine but to generate a letter thanking them for doing the work required but that there are still two items that need to be addressed (moss still on roof and general landscaping needs attention); John seconded the motion; all were in favor; none opposed.

**c. Next Meeting Date Change**

Next BOD Meeting has been changed to Thursday, September 26, 2024 at 7 pm.

**d. Is there any new business to discuss**

Kathleen Tracy has been “officially” told that she is now the head of the Welcoming Committee.

**9. COMMITTEE REPORTS:**

Included in Board Packet

**10. EXECUTIVE SESSION:**

None

**11. NEXT BOARD MEETING:**

September 26, 2024, at 7:00 PM.

**12. ADJOURNED:**

Meeting was adjourned at 9:23 pm. Ken motioned to adjourn the Meeting and Bill seconded the motion.

Respectfully Submitted by,  
Regina Sanchez