

*Woodlands Winding Brook HOA*  
*Called Board Meeting Minutes*

August 9, 2018

7:00 pm Monroe County Library Room 1C

**Call to order.** The meeting was called to order at 7:02 pm. Board members present: Cindy Johnson, President; Jeanette Clausen, Vice President; Elizabeth Starr, Secretary; Linda Blair, Treasurer; and Susan Seitzinger, At-Large. Homeowners present: Emily Bagienski, Donna Davis, Joshua Dennis, Valerie Grim, Kriste Lindberg, Lisa Meuser, Aran Mordoh, Matt Odle, Kenneth Shafer, Cathy Stone, Shelley Taylor, Steve Wennerberg, Randy West. Guests: Ilana Linder, Mike Holder.

The purpose of the special called meeting is to discuss several items that need prompt attention: landscape contact, basement remediations (pending bids), and reserve study, next steps.

**Lawncare maintenance.** The Board received a contract from LaMontagne Lawncare which incorporated all the additions requested by the Board. Cindy reviewed the prices per service. The initial contract is until the end of the season and can be terminated by either party with a 2-week notice. LaMontagne can start immediately, once the contract is approved. **Linda moved, seconded by Jeanette, that we accept the lawncare contract with LaMontagne Lawncare as written and negotiate adding pricing for edging and for maintaining the compost pile. This was approved.**

**Basements.** A bid has been received for foundation work on three buildings with leaks that have also sustained interior damage. The bid involves digging out and sealing foundations, sealing mortar cracks, and filling in with rock and dirt. The bid for work on 2374/76 is \$5K, for 2354 \$3500, and for 2385/87 \$5K. Cindy clarified that water in basements was the standard for urgency here relating to prioritizing these specific units. Although the prices seem generally reasonable, there was some discussion about the lack of additional bids. **Elizabeth moved, seconded by Jeanette, that we request additional bids from two designated companies for the work on 2374/76, 2354, and 2385/87, pending moving forward with Company A 1) if we can't get additional bids within a week and/or 2) if the Company A bid is a reasonable bid within the ballpark when compared to any other bids. The Board is authorized to make a decision within a week. This was approved.**

Emily Bagienski requested a letter from the HOA assuming full responsibility for repairs to her unit. The Board is taking this under advisement pending legal advice.

**Reserve study.** Cindy reviewed the reserve study process and the Board's "homework" from the meeting with RSI in March: To identify items that are already in the budget under other line items and don't need to be included in the report. The reserve study focuses on identifying and planning for recurring projects that cost over \$1000 and do not occur every year. Susan projected the list of items on the screen.

The Board worked through the list and removed the following items: Building lighting replacement, chimney cap replacement, entranceway maintenance, general contingency, pond dredging, and pond erosion control. These edits will be passed on to RSI Consultants. Ken Shafer also volunteered to compare the list to the 2018 budget to see if he had any further recommendations.

There was some discussion of revising and lowering the projected costs of roof restoration and roof replacements, as the figures used by RSI were based on a quicker and more expensive timeline than currently projected. This will be revised on the next draft.

The meeting was adjourned at 8:27 pm.

Respectfully submitted,

Elizabeth Starr  
Secretary, Woodlands Winding Brook HOA