

**WOOD CREEK HOMEOWNERS ASSOCIATION**  
**Board Meeting Notes Thursday, April 21, 2016**  
**Location and Time – Spiegel Community Center, Room 201, 5:30pm**

**Call to Order:** By President Steve Waite (5:30pm)

**Attendance: Directors** – (x) John Caufield, ( ) Bob Fien, (x) Karen Gagie,  
(x) Tom Glisson, (x) Ginny Quinn, (x) Kate Spencer, (x) Steve Waite

**Property Manager** - (x) Dan Buccieri

**Guests** – Those who offered comments are mentioned in the notes, by name. There were additional owners in attendance.

**Reminders and President's Comments:**

- Next regular Board meeting, Thursday, May 19, 2016, Spiegel Community Center, Room 201, 5:30pm
- 2016 Annual Meeting of WCHOA – June 16, 2016 at 7:00pm, Pittsford Presbyterian Church
- Report on decision of board to reduce size of board from seven to six members
- Ginny Quinn is taking over the Community Web site from Maureen Maloney Robb. Approved.
- Steve offered his compliments on the interest and work of Gary Romig regarding the community's landscaping needs. Ursula Miller concurred.

**Variance Committee, Dick Vandenberg** (earlier in meeting for convenience of owners interested in variances)

With Conditions – Approved.

- 143 WC – new landscaping around emergency generator
- 129 WC – replace existing patio with paver stone
- 15 WW – install a dryer vent through garage wall
- 16 WW – replace diseased bushes along garage
- 71 CR (Hickey) – install new, rear entry door, also replacement of 2 French doors

Without Conditions (approved by Crofton)

- 129 WC (McDonald) – install new rear entry door. Approved.

**Guests & Open forum:**

- Comments about open forum subjects at March 17 meeting – none.

New open forum comments

- **Ursula Miller (30 CR)** – re: power washing of decks. Used to be washed and stained every 3 yrs. She is of the opinion that the decks could use some attention. Her suggestion is for the board to consider hiring someone. Steve noted washing is responsibility of owners.
  - Re: salt buckets – they will be removed soon
  - Seeding was done yesterday, but residents were not notified about routine watering.
  - Is there a plan to remove/replace Linden trees and shrubs?
    - Tom Glisson spoke to Tree inventory, and suggestions received from neighbors.
    - Steve Waite spoke to the funds that have been earmarked for landscaping improvements, the landscaping funds will be shown in annual budget
  - Mulching of the main entrance sign? Apparently there is some confusion between landscaping contractors. (Dan will follow up)
  - Speed limit signs? Dan is getting pricing on signs.
- **Emmett Miller (81 CR)** – condition of the retention pond. He recommends the Board take action to revitalize the area.
  - John Caufield provided a general overview and issues associated with the pond

- Tom Glisson recommends we get some expertise from a suitable contactor (he mentioned Sear-Brown, as they were part of the original design).
  - Dick Vandenberg opined that “we” engage a civil engineer.
  - Mike McCardle (75 CR) opined about the drainage area needing repair.
  - Jo Hallagan (77 CR) inquired if the pond can be sprayed for mosquitoes. Town & Country will be consulted about our options.
- *Motion* (Caufield, 83 CR) that the board authorize Crofton (via Dan Buccieri) to discuss the general scope of project with appropriately skilled civil engineers and/or contractors, develop a conceptual plan, along with price and timeline estimates. PM Dan is directed to bring a plan to Board by the June 2016 Board meeting (July meeting as there wilkl be no June meeting) Approved.

**Secretary’s Report, John Caufield:** Minutes of March 17 Board meeting. Approved.

**Property Manager’s Report, Dan Buccieri:**

- Tarrah sent out a postcard to community re: One-step lawn care shrub and chemical application
- Romig has nearly completed the mulching throughout the community.
- Genesee Tree is working in the community. They are likely to be removing 2 diseased pine trees at the end of Rainberry.
  - The Tree Inventory will be provided within the next week.
- Town & Country Pest Solutions has submitted a proposal for seasonal pest control (for bees, wasps, and ants). They will be spraying a natural, plant based product (the name of the actual product will be listed in the newsletter) Motion to accept. Approved.
- Crofton recommends hiring an independent engineering firm to conduct random roof inspections – in preparation for the roofing project. Dan recommends hiring Ty Lin International (Rochester). Price will be provided to Board, and a motion will follow.

**Treasurer’s Report, Kate Spencer:** Presentation of FY2017 budget (with Dan Buccieri)

Budget

- Kate provided a synopsis of the budget and change detail information. Motion to accept - Approved

**VP Operations Report, Tom Glisson:**

- General overview of the tree survey and the needs will be addressed by priority. Tom will provide a report to the community at the Annual Meeting.

**Nominating Committee Report, Tom Glisson:**

- George Corella is nominated to open board position
- Ginny Quinn’s name will be put forth for approval by the Community.

**Comments, if any, of officers and other directors - none**

**Unfinished Business:**

- Approval of proposed revisions to WCHOA Governmental Process Policies. Draft was provided to Board. Approved
- Report on possible cleanup of drainage pond area – John Caufield summary provided earlier in meeting under *open forum*
- Report on development of emergency preparedness plan – John Caufield - no report
- Follow up discussion of possible advice to owners on home improvements Karen Gagie

**New Business:**

- Discussion of proposed resolution for approval at June 16 annual meeting requiring board report to owners each year on WCHOA’s long range capital investment plan. Approved.

**Adjournment: 7 p.m.**

**Next Board of Directors Meeting:** May 19, 2016, 5:30 pm at the Spiegel Community Center

**Executive Session of Directors**      *“Community First”*