

**WOOD CREEK HOMEOWNERS ASSOCIATION**  
**Meeting Notes: Board Meeting, Thursday, July 19, 2018**  
**Crofton Conference Room, 4 pm**

**Call to Order:** President Tom Shay

**Attendance:** Directors: Tom Shay, Joyce Pluta-Haag, Will Ruby, Ginny Quinn, Howard Cone,  
Chuck Minster  
Property Manager: Christine Sears, Crofton

**Guests:** Carol Fullerton, Bill Jabs, Debbie Bellisario, Carol Ruby, Emmett Miller, Maureen Shay

**Meeting called to order at 4:00 pm.**

**Announcements:**

- September 20<sup>th</sup> BOD meeting will be held at the Pittsford Community Library Fisher Room, 4 pm
- **Save the Date:** CAI/WNY Vendor Fair, October 25, 2018, Burgundy Basin Inn, 4:30-7:30.

**Secretary's Report:** Ginny Quinn. Motion made by Chuck Minster to accept the May 2018 Board Minutes as written. Seconded and Passed.

**Treasurer's Report:** Chuck Minster and Howard Cone.

Discussion regarding purchase of CD's from the Roofing Reserve Accounts:

- Xceedfinancial Credit Union offers 2.35% AYP for a 15-month CD.
- CNB offers 1.9% AYP for same time period but will match Xceedfinancial's.
- Recommend vote to transfer the funds from CNB's Roofing Reserve Account and convert it into a 15-month CD at 2.35% AYP. Currently we are receiving .03% from CNB.
- At this time, we have \$283,222.52 in that line item.

Chuck also recommends that we take the current money in PCU's Roofing Reserve Account and transfer it to CNB Reserve Roofing Account. Convert it to same account as above.

- Currently we have \$255,049.24 at Pittsford Credit Union yielding .65%
- No spending anticipated until 2020-2021.
- None of this money may be used for any expense other than Roofing.

**MOTION made by Chuck Minster to transfer all roofing money, \$283,222.52 from Canandaigua National Bank, and convert it into a 15-month CD at 2.35% APR at Canandaigua National Bank. Motion seconded. Five votes in favor and one abstention (T. Shay as President). Motion PASSED.**

**Operations Report:** Will Ruby.

Discussion regarding the berm along 490, across from 149 through 159 Wood Creek Drive. Expecting to receive firm written quote from Town and Country in Bloomfield. Suggestion made to thin trees and plant some flowering bushes and evergreens.

**Variance Committee Report: Will Ruby**

The following requests have been submitted and APPROVED:

- W. Ruby (28 CR) Remove 4 hemlock trees in rear
- K. Frederick (44 CR) Replace 5 windows
- C. Fullerton (27 CR) Remove railroad ties
- L. Philbrick (98 CR) Replace 2 exterior lights on rear of unit with auto on/off LED
- C. Wittman (11WW) Relocate dryer vent from inside garage to exterior wall
- L. Greenlaw (24 WW) Landscape area around new generator

Other Discussion:

- 94 CR – discussion of generator installation and landscaping around it; HO will submit second variance request with description of shrubs, etc. to be used.
- 34 CR – discussion of noncompliance of variance request: request VOIDED as the shrubs that were approved previously were not planted; others were used. HO needs to replace shrubs with the same materials as stated on original variance.
- Discussion of whether new railings at steps of certain units should require a variance request. Decided that since they are ADA-required the HOA must provide railings. Safety issue, must be brought up to code. \$17,000 is in budget from last year.
- 121 WC – sewer back-up - bathroom and shower. Will made motion to repair sewer outside (homeowner repairs inside). Chuck seconded, and the motion was approved.
- 27 CR – Carol Fullerton, homeowner, described the common area behind her unit and 29 CR. It needs landscaping: remove timbers, remove all three river birch trees, grind stumps. Has consulted Chris Corrigan of Patrick Lawncare, who states the leaning birches are a safety issue. Recommended to move all Hosta plants to the walkway. Add mulch, plant grass. Fullerton's will pay \$3,000 for job. Carol will provide new variance request for new work to be done at owner's expense. Motion made, seconded and passed.

**Property Manager's Report: Christine Sears**

- Financial reports were reviewed. A copy of the financial report is filed with the minutes.
- Chimney repairs completed on 4 Summertree and to 44 Creek Ridge. Christine has requested the Board award contract for chimney repair at 100 CR due to stones falling onto her deck from the chimney. Also requesting awards to 3, 15, 25, and 57 Creek Ridge based on their condition, at a total cost of \$6,780.
- Penfield Windows will be cleaning the windows of residents who contacted them in July.
- Spring pruning was completed by June 15<sup>th</sup>.
- Accent Paint will begin painting buildings on the 2018 paint schedule late September, early October. Siding repairs begin mid-September, by Crofton Maintenance.

**Old Business: Tom Shay**

- \$17,000 was allocated and approved by previous board to redo steps and railings at 96, 98 and 100 Creek Ridge. Christine is looking for new contractor – will obtain three bids. TABLED until August 2018 meeting.
- Review and discussion of ad hoc committees from previous board.
- Discussion of camper parked in circle in rear of development, near the Highlands. Since the property belongs to the Town of Pittsford, the camper will be removed, and any other vehicles such as snow removal trucks or the Monroe Plumbing truck will not be allowed to park there going forward.

- Deck project at 153 Wood Creek Drive. Homeowner unhappy with siding done by Crofton. B. Perdue (Crofton) agreed to cover the cost of redoing the siding to match the exterior of the unit. The job was initially billed and paid for by the HOA.
- Signing checks: protocol for signing checks will be followed going forward as outlined in the By Laws (Sec.8.01 Checks). Board President, in addition to Crofton, will authorize checks, and another board member will sign in the absence of the President.

**New Business:**

- Review of three bids received for road repair/catch basins – Magic Seal, Macedon and Manel. After discussion of the three, Will Ruby moved we accept Magic Seal for the job. Joyce Haag seconded. All in favor: Approved.
- Presidents Advisory Council. Discussion, agreed that it is a great idea. ACTION ITEM.
- Discussion of D. Bellisario’s suggestion that WC hold a “Treasures and Treats” sale in the neighborhood, limited to residents only. Discussion ensued, centering around Policy #13 that states only small, invitation-only professionally-run sales are permitted. Such a sale was not approved by Board, and Board suggested that Debbie may put articles for sale in her newsletter. Other suggestions: No Soliciting/No Trespassing signs, and to send minutes of meetings to all homeowners via email. No action taken on these suggestions.
- T. Shay met with Jim Blatt 7/9/18 to discuss problem with his garage door.
- T. Shay talked with Spectrum on 7/11/18 inquiring about a group discount for those homeowners who have Spectrum service. May require restructuring of the basic billing process. Basic service and one box would be at a discount and any additional services would be billed to the homeowner separately. ACTION ITEM.
- Connie (Crofton) answered questions regarding roofing project. Discussion of skylights, forming a roofing committee to provide input.
- Howard Cone: Discussion of Committees – find out which are standing, whether need is there.

There being no further business, meeting adjourned at 5:55 pm.

Respectfully submitted,

Ginny Quinn  
Secretary

**NEXT BOARD OF DIRECTORS MEETING:** Thursday, August 16, 4 pm at Crofton.