

WOOD CREEK HOMEOWNERS ASSOCIATION
Meeting Notes: Board Meeting, Thursday, August 16, 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: Cindy Javid, Jody Lehr Waite, Bill Jabs

Meeting called to order at 4:00 pm.

Announcements:

- The September 20th Board of Directors meeting will be held in the Fisher Room of the Pittsford Community Library at 4 pm. All future meetings, beginning with the October 18th meeting, will be in the newly renovated Spiegel Center. Room TBA.
- Grand Reopening of the Spiegel Center - Saturday, August 25, at 12:30 pm.
- CAI/WNY Vendor Fair - Thursday, October 25, Burgundy Basin Inn, 4:30-7:30 pm. Includes buffet dinner.

Guests/Open Forum

- Cindy Javid, 25 Creek Ridge. Discussion of recent tree and shrub removal done behind her unit, and whether the work done was as stated on original variance request.
- Jody Waite, 159 Wood Creek. Requests board consider re-visiting house decorations policy. There is a unit or two where excessive outdoor house decorations can be seen from the road and are visually unappealing. Refer to Policy 1.07. House Decorations. ACTION ITEM: Revise/clarify Policy 1.07 and create Architectural Review Committee.
- Continued discussion of variance from last month regarding landscaping around new generator at 94 CR. Determined that original variance was followed. Suggestion that variance approval should be revised to include approval from units where work can be seen from the rear. C. Minster suggested that variance committee investigate back door views when variance is submitted. TABLED.

Roofing Committee: Joyce Haag

New Committee Members: Joyce Haag, Chair; Bill Jabs, Emmett Miller, Keith Knight.

Discussion included: previous roofing jobs at WC; how to decide which roofs should be done first; beginning search for an engineer. Currently we have half the monies needed for project. Discussion of ways to increase capital: long range plan lists three more assessments (2020-21, 2021-22, 2022-23); suggestion to move \$5,000 per month from operating budget to reserve. ***(For full Committee report, please see attachment following meeting minutes, page 4.)***

Treasurer's Report: Chuck Minster and Howard Cone

Discussion continued about moving funds from reserve to roofing account. Pittsford Credit Union has Wood Creek account with \$255,185. Consider splitting amount into two CD's but not to exceed \$250,000 in each. Requests permission to give letter of intent for 2.35% to 2.45% for one year. Other thoughts on ways to increase roofing account funds included taking money from asphalt surfacing of driveways or roads, and/or painting and siding accounts and moving to roofing. Christine Sears to review current expenses to suggest what amount could be moved to roofing fund or reserve on ongoing basis.

Will Ruby moved to take \$60,000 from the Operating Fund checking account and deposit into M & T general reserve. J. Haag seconded, all were in favor, motion APPROVED.

Manager's Report: Christine Sears

- Pittsford Tree and Landscape planted courtyard trees between 10 and 12 Summer Tree, between 20 and 24 Creek Ridge and at 80 Creek Ridge. Magic Seal will make the catch basin repairs and the mill and fill to upper Creek Ridge, from August 27-31, weather permitting. Courtyard tree pruning was completed by Bartlett Tree. Sewer pipe at 121 Wood Creek was repaired by DynaMole.
- Discussion of replacement of steps and adding railings at 94 and 98 Creek Ridge. Bids to do the work have been submitted by Domicello Enterprises and Rick Furia. Christine hand delivered the bids to the Board at this meeting.

Will Ruby moved to accept Domicello's bid relative to the steps. Joyce Haag seconded, all were in favor, motion APPROVED.

C. Minster suggested the Linden tree at 94 CR should come down before new steps and railing are installed. There is \$10,000 in the budget for tree removal and \$17,000 for steps.

- J. Halligan, 77 CR, is asking to have their sidewalk replaced. Tom Shay suggested we repair the one broken piece only. Christine will ask Domicello for an estimate for replacing the entire sidewalk and a quote for replacing one panel.
- Carol Duffy, 85 CR, requests her front stoop be replaced. Tom suggested having ThermaSeal repair the crumbling sections, but not replace entire stoop. The Board decided to check with Domicello about this as well.
- Gary Rafel examined a distressed Sugar Maple at 12 Summer Tree. He recommended an annual fertilizer treatment at a cost of \$189 per application. Board wants to wait until Spring 2019 to see if the tree revives on its own after the hot, dry summer.

Operations and Variance Report: Will Ruby

- M. McArdle, 75 CR, and J. Hallagan, 77 CR, submitted variance request to trim tree behind their units. Patrick Landscaping will trim and clean up for \$200, owner expense. Board recommends sending variance paperwork back to homeowners for approval of neighbors on page 2. No action taken at this time.
- K. Blatt, 22 Winding Wood, wants to replace overgrown hedge in front with holly bushes. Current shrubs block sidewalk. Has estimate for \$450 – offers to split cost with HOA (\$225). The

policy is that HOA will pay to remove and replace bushes only if they are diseased or dead. If these conditions are not met, the Home owner may remove and replace at homeowner's expense. New shrubs must be from the approved list. Will Ruby will contact the Blatts.

- W. Smith, 149 WC, ask to remove window grids on French doors on deck to make room for inside window treatment. TABLED until next meeting.
- M. McDonald, 129 WC, submitted request for overgrown bushes to be replaced on either side of garage. The policy is that HOA will pay to remove and replace bushes only if they are diseased or dead. If these conditions are not met, the Home owner may remove and replace at homeowner's expense. New shrubs must be from the approved list. W. Ruby will contact homeowner.

The Board then went into Executive Session.

Meeting adjourned at 6:20 pm.

Respectfully submitted,

Ginny Quinn, Secretary

The next Board of Directors meeting will be September 20, 2018, at 4:00 pm in the **Fisher Room of the Pittsford Community Library.**

Roofing Committee Report – Board meeting August 16, 2018

The committee members are: Joyce Haag, Chair; Bill Jabs, Emmett Miller and Keith Knight.

The Committee met for the first time on August 8 at Crofton. The committee acknowledged the large volume of historic materials that detail actions taken in 1995/1996 when the roofs were last redone and the more recent materials from the prior Roofing committee dated in 2012 and 2013. This material is helpful, showing the committee how the matter was handled in the past and what issues arose. This material also includes what repairs have been done to specific roofs 2006 – 2013. Crofton is preparing a list of roof repairs 2013 to date.

The committee would like more clarity/guidance from the Board as to its specific mission.

The committee was joined by Connie Simmons and Christine Sears from Crofton. A discussion ensued covering Crofton's experience with roofing projects at other communities. Crofton will provide the committee with information concerning choice of engineers, possible roofing contractors, request for proposals, the bid process and review of bids. Crofton indicated that if we are to start our project in 2020, it is not too early to start with the engineering review now in 2018.

After Crofton personnel left the meeting the committee discussed the current state of the Roofing reserve and the events surrounding the assessments imposed in 2014, 2015, 2016. The roof reserve is well short of the current estimate of \$1.1 million to replace the roofs. The committee discussed possible sources of funding including special assessments, transfers from current operating surplus and/or monies budgeted for driveway repair/replacement.