

Wood Creek Homeowners Association
Meeting Notes: Board Meeting, Thursday, June 20, 2019
Spiegel Community Center, Room 204

Attendance: Directors: President Tom Shay, Joyce Haag, Will Ruby, Ginny Quinn, Howard Cone, Chuck Minster, Bob Gerace
Property Manager: Christine Sears

Guests: Maria and George Scott, Ursula Miller, Marilyn MacDonald

Meeting called to order by President Tom Shay at 4 pm.

Announcements:

- Wood Creek HOA Annual Meeting, August 15, 2019, 7 pm at the First Presbyterian Church of Pittsford, 25 Church Street, Pittsford. Set up 6 pm.
- Brewster's Ice Cream truck will be at the meeting at 6:15 until 7 pm.

Secretary's Report: Ginny Quinn

Chuck Minster made a motion to approve minutes of the May 16, 2019 board meeting. Bob Gerace seconded, motion passed.

Discussion of cookies provided by residents vs. ice cream truck at the Annual Meeting. It was decided to go with Brewster's again this year, since it is easy and relatively inexpensive. Ginny will coordinate.

Nominating: Joyce Haag

Mike McArdle will run for a three-year term, ending 2022. Bob Gerace, who was appointed to the board last year to fill an empty seat, will run for election to the board for a three-year term, ending 2022.

Roofing Committee: Joyce Haag

The Roofing Committee met recently and discussed the following:

- They recommend that homeowners will be assessed three \$1,000 payments to provide enough funds for roof replacement
- Upstate will require some money when contract is signed and before work commences
- Eagle View should do their aerial photos Fall 2019
- Chimneys should be repaired before roofing project begins
- Upstate suggests that all roofs should be completed by 2024. Therefore, the project should begin in Spring 2022
- Discussed potential timelines
- All gutters should be replaced and 6" downspouts added
- Additional insulation may be purchased by homeowner, but more efficient and maybe less expensive to have it done while roof is being replaced
- Discussed whether a third-party manager is necessary to oversee the contractor. The manager would oversee what the contractor does, approve change orders, act as buffer between homeowner and contractor. Upstate says they can work with or without an overseer
- Skylights – Cost split 50/50 between homeowner and HOA for original skylights

- Howard reported that a homeowner told him that some insulation was installed improperly, causing condensation.

Treasurer's Report: Howard Cone and Chuck Minster

- Chuck reported that the first sheet of the Long Range Plan Range Plan distributed at the meeting has some errors. Chuck and Howard are working with Crofton to align the numbers
- One CD is expiring on August 7, 2019. Another CD expires in September.
- Discussion of line for exterior lighting in the capital budget
- Would like to take inventory of what Wood Creek has in Crofton's warehouse
- Operating expenses going up about 1.5% per year

Operations Report: Will Ruby

- Looked at pachysandra, overgrowth of trees at 58 Creek Ridge with members of Variance Committee.

Property Manager's Report: Christine Sears

Christine reported on the spring walk around which took place on May 24h.

- A list of landscaping items has been given to Gary Romig and she is awaiting their quote. Bartlett Tree has quoted a tree removal and tree trimming.
- Magic Plow had submitted their 2019-2021 snow removal proposal with no increase in the contract amount but an increase in the price per trip for shoveling. Dan Baughman has agreed to lower the price per trip for shoveling from \$750 to \$650. The rate for shoveling in the last contract was \$525 per trip. Baughman charges us \$24,500 for plowing plus shoveling and salting per trip. Chris is looking at another snow plow company to give us a quote.
- Five chimney repairs have been awarded to Kreider Masonry, 153, 155, 159 and 129 Wood Creek and 25 Creek Ridge. The cost of these 5 repairs will total \$8,350. Have requested before and after pictures of these repairs and requested more inspections take place.
- Discussion of three landscaping quotes: Pin Oak, RM Landscapes, Romig. Romig is lowest, Tom Shay recommended staying with them for now.
- 73 Creek Ridge requesting HOA pay for critters in her soffit. Discussion ensued, including whether or not it was rotting. HOA will pay for the outside repairs.
- Siding repair: Christine made notes of places needing repair during their walk around. They are also checking cedar shakes.
- Also noted during walk around, some sidewalks have lifted. KB Enterprises has estimated repair at \$600 and Concrete Solutions estimates \$486. Concrete Solutions would lift sidewalk up to level of others and fill beneath at 6 and 89 Creek Ridge.

Tom Shay made a motion to accept Concrete Solutions bid to repair sidewalks. All in favor, none opposed. Motion passed.

- Bartlett Tree: Large maple tree on Summer Tree is dead and is coming down, also Blue Spruces behind 9 Winding Wood and large Norway Spruce between 32 and 34 Creek Ridge. Pruning will be done to several trees behind properties on Creek Ridge.

Motion made to remove trees at 6, 18, and 30 Creek Ridge. All in favor, none opposed. Motion passed.

- Discussion regarding replacing trees in courtyards vs not in courtyards:
Chuck minster made motion that the HOA will pay \$150 toward a new tree for a courtyard if it is on the approved list, and homeowner must pay the difference. All were in favor, motion passed.

- Romig Contracts for 2020 and 2021: Contract for 2020 - \$76, 696, which includes 130 yards of mulch, and the contract for 2021 does not include mulch - \$73,256.40. It was agreed at previous meetings to apply mulch every other year.

Following discussion, Bob Gerace made a **Motion to accept both contracts (2020 for \$76,696 and 2021 for \$73,256.40) for basic services. All in favor; none opposed. Motion passed.**

Variance Report: Will Ruby

- 28 Creek Ridge (Ruby) request to add gate to deck stairs from storage at homeowner expense. HO to pay for labor but HOA provide gate from storage. At the meeting the variance was approved but subsequently denied once board became aware of past practice. Homeowner must pay for the gate as well. Approved request to add grass seed in rear-
- 5 Summer Tree (O'Neill) request for installation of two skylights. 50 % paid by homeowner, 50% paid by HOA. Approved.
- 100 Creek Ridge (Thiede) Request to install dark hardwood mulch in rear of unit. HO expense. Approved.
- 11 Creek Ridge (DiVincenzo) request to replace all except three windows. HO to purchase Anderson Windows. Approved.
- 60 Creek Ridge (Scott) request to have dumpster in driveway for two weeks. Approved.
- 125 Wood Creek (Gianforte) request to replace bushes under kitchen window. At HO cost. This change will become responsibility of homeowner. Approved.
- 8 Winding Wood (Walsh) requesting to replace doors in front and rear deck at own expense. Approved.
- 26 Creek Ridge (Hoff) requesting gate on deck. At the meeting the variance was approved but subsequently denied once board became aware of past practice. Homeowner must pay for the gate as well.
- 8 Summer Tree (Comisso) request to remove overgrown bushes in courtyard and add hydrangea tree. Board requesting a specific diagram of plan. Deferred.

New Business: All

- Chuck Minster reported that Debbie Bellisario will form a committee to go to Crofton to review variance requests so that the board is able to handle new requests consistent with past practice. Discussion followed. She will report to Will Ruby.
Motion made to have D. Bellisario review previous variance requests from the beginning of Wood Creek's association with Crofton Perdue, Inc. 7 in favor, 1 opposed. Motion passed.
- Chuck Minster discussed the Wood Creek Declaration, Matrix, Handbook and Policies. Debbie Bellisario will look at each document to make sure they agree and correct and streamline them if they do not.
Chuck made a motion, Will Ruby seconded to have D. Bellisario streamline the Wood Creek governing documents. All were in favor. Motion passed.
- Discussion of Board committees, including Welcome Committee, Landscape Committee, By-Laws, Architectural Standards, Nominating Committee. Each should include a board member, plus two or more resident members.

- Notices and mailings: suggestion to Crofton that instead of using the U.S. Mail to send notices and mailings, send via email to all who have it, and US Mail only to those who do not use email in the future to save on postage.

There being no further business, the meeting was adjourned at 5:53 pm.

Respectfully submitted,
Ginny Quinn, Secretary

The next regular Board meeting will be held on Thursday, July 18, 2019 at 4 pm at the Spiegel Community Center, Room 204.