

WILDWOOD COURT MANAGEMENT, INC
ANNUAL OWNERS MEETING
June 12, 2023, 5pm
(Approved)

Attending: Kathie Larsen and Aurora Flynn (Unit A), Rowland Aertker (Unit B), Eileen Buckowski (Unit C), Virginia Van Scoy (Unit D), Gwen Greene (Unit E), Nancy Smith (Unit G), Ann Lapointe (Unit H), Carlton “Skip” Soper (Unit I), Gretchen Bechta (KPM), Dianne Interlande (KPM)

Eight of our nine units were represented by their owners, creating an 88.89% quorum. Skip called the meeting to order. Gretchen introduced Dianne Interlande, a KPM colleague who will be assisting her in responding to our association’s needs. A motion was made to accept the minutes from the June 27, 2022, annual owners meeting and all voted to approve them.

Owners had the opportunity to review the 2022 financial document, as well as the 2023 budget thus far into this year. Gretchen noted that insurance premiums are increasing across the board, which seems to be driven by increases in labor costs. She noted that Donna, KPM’s owner, is encouraging associations to be discerning when it comes to filing small claims, as having three claims within a five year period often results in an association being moved into the non-standard insurance market, which is very expensive.

Property maintenance issues were discussed. Several owners expressed ongoing concern with the state of landscaping maintenance, noting that there has been a significant decline in the appearance of the association, primarily in the sphere of weeding and bed maintenance. Gretchen said she would pass along these concerns to Scott. All were in agreement that another power washing is due, as is window cleaning. Both were last done in 2021. Several owners requested that Charlie, the person who formerly washed exterior windows and also offered to do interior windows (interior windows at owner’s cost) be contacted to see if he is still in business. He is no longer climbing roofs to do skylight washing. Virginia and Rowland requested that skylights NOT be power washed (concern about damaging seals) but an inquiry made to see if Jen’s Power Washing might have someone who is willing to handwash them by getting on the roof.

Owners expressed interest in having the property sprayed for mosquito control as long as care was taken to use a non toxic product that would not be harmful to service animals or garden pots.

Virginia reported that Dan of L&L Fencing came to the property last week to take measurements and then provided a final price for the replacement of the privacy fences with vinyl fencing: \$16,564.19. The board has approved moving forward with this project. Dan will contact us as soon as he has samples that will help us determine which color we want. He is preparing a contract and the associated documents to forward to KPM after we have made a decision about color.

Owners agreed on continuing twice a year gutter cleaning and noted that the gutters behind Units GHI (especially H) might need additional cleaning during the year. Virginia reported that she obtained an estimate on installing gutter guards from Adam Quenneville, the same company replacing many of our skylights. It would cost approximately \$5,999 to cover the 634 feet of gutters in the association. Virginia indicated there are mixed reviews on the efficacy of gutter guards and that she would be researching this further. If there are high performance products, it might be worth considering this for the gutters behind Units GHI.

Gretchen noted that the driveway and associated drainage issues continue to be monitored. Virginia suggested that Conway School of Landscape Design be consulted next year for their input on both driveway issues and landscape issues moving forward, given the impact of climate change. Such a consultation would provide guidance for future decision making.

Completed projects were reviewed. Eileen expressed satisfaction with Unit C's railing and baluster replacement, though there was one area that she felt needed further attention, which she agreed to show Gretchen after the meeting. Virginia noted that there was successful extensive tree work completed but also pointed out that the pruning of the trees behind Unit B was not wholly adequate and the flowering trees at the ends of Units F and I were not pruned back, even though there is significant contact with the units, with some branches actually laying on the roof of Unit I. Rowland reported that previously the dogwoods behind Unit B were annually pruned back so as not to obscure any of the windows in that unit. Given that they were allowed to grow to their full height, it would be important to ask an arborist 1) if a more significant pruning would kill the tree at this point, and 2) will the installation of the new fences with concrete footings be likely to damage the tree roots to the extent of killing the tree. If the answer to either of those questions is yes, it would be best to remove them before the fencing is installed this fall.

Owners were encouraged to make sure their smoke and carbon monoxide detectors were compliant with the fire department's recommendation that such appliances have ten-year batteries.

Gretchen reminded owners that KPM needs to have a copy on file of everyone's individual certificates of insurance. She noted that it will be easier to track these documents when KPM has fully transitioned to the Buildium software.

In the realm of new business, there was discussion of KPM's recommendation that the association consider increasing the insurance deductible from \$1,000 to at least \$5,000, if not \$10,000. Virginia reminded owners that the board had recommended each owner buy "loss assessment coverage" on their individual policies, which will cover the deductible when a loss is filed on the association's policy for an event in a particular unit. There was agreement that there was need for further discussion and a clarification of how the association and individual policies would interact in different scenarios.

All owners received a copy of a proposed amendment to clarify rules and regulations about working from home in the association. Owners voted to approve the amendment, though it would not be filed until there is resolution about the legal status of WCM, Inc. Attorney Jon Bretton is in contact with Roger Lipton, the attorney who filed the paperwork for the incorporation of Condos I, II and III in 1998, to determine whether a more formal merging of the property deeds and by-laws is needed to prevent any legal ambiguity in the future. The board will be kept informed of the outcome of this conversation. Owners were encouraged to reread the rules and regulations, and board members agreed to review them prior to any legal filings regarding WCM.

Several owners inquired about having their front doors painted and other exterior surfaces inspected for areas that needed repainting to maintain wood integrity. The board members present noted that the door color needs to remain consistent, and that the association would cover the expense of doors that are in need of repainting.

A motion was put forward and seconded to re-elect the current board of trustees: Carlton "Skip" Soper, Katie Larsen & Virginia Van Scoy. Owners voted unanimously to approve another term for each board member. A motion was made and seconded to adjourn the meeting, with full approval.

Respectfully submitted,
Virginia Van Scoy