

Wellington Manor Homeowners Association
Board of Trustees Meeting
May 17, 2021

The meeting was conducted remotely and members of the Board of Trustees (BOT) and the Wellington Manor Homeowners Association (HOA) were present via teleconference.

In Attendance:

Steve Walker, President

Valarie French, Vice President

Lou Donofrio, Treasurer

Michael Swiatocha, Co-Secretary

Ann Vannozzi, Co-Secretary

Jacqueline Charleston, Property Manager, Premier Management Associates (PMA)

Donna Hoyt, Property Administrator, Premier Management Associates (PMA)

Board of Trustees Meeting Called to Order at 7:10 pm

Old Business

March 15, 2021 Meeting Minutes- Michael Swiatocha proposed approval of the minutes of the BOT meeting of March 15, 2021. All approved.

New Management Company- Steve Walker introduced Jackie Charleston and Donna Hoyt from Premier Management Associates (PMA) as the new property manager and property administrator and PMA as the new management company for Wellington Manor.

Covid 19- There will be changes to the community amenities and committees as the guidelines change. The board will keep the community informed.

Financial Report

Lou Donofrio explained that the entire financial report through March 2021 can be found on the HOA website. The monthly budget comparison shows a small deficit because of the snow removal for the past season.

PMA is managing the finances very well and making recommendations.

Committee Reports

Valarie French asked for HOA committee reports.

Social Committee- Terry Reynolds and MaryAnne McManus announced a Homefront request for WM residents to help feed the motel-bound residents of the local community. WM residents are being asked to purchase a bag of groceries based on the list provided (estimate of about \$40.00 value) and drop them off anytime between the hours of 9 a.m. to noon May 19, 21, 24 and/or 26. A table will be set up at the Clubhouse entrance. In lieu of purchasing groceries, a monetary donation is also welcomed to either cover the cost of a bag of groceries or another amount of your choice.

Terry Reynolds also proposed ideas for the Social Committee once the Clubhouse is open again, such as the monthly gathering on the second Saturday of each month for coffee and donuts, Ladies Night Out, and an Open House/Party.

Grounds Committee- Greg Bancroft reported that hazardous tree survey notifications will go out for trees on 4 properties. It will be August or September before the work will be done. Also, the Grounds Committee plans to address the landscaping in front of the clubhouse and cul-de-sacs in the fall. The bulb planting will also be done in the fall.

Library Committee- Angelina Duggan reported that many books have been cleared out from the clubhouse library. The library shelves are full, so guidelines will go out before more books are accepted.

Flag Committee- Bob Rushnak announced that on Saturday, May 29, 2021, flags will be placed on the center island honoring all veterans from all military branches. On Memorial Day, Monday, May 31, 2021 there will be a US flag exchange at noon in front of the clubhouse. Residents as well as spouses and family members of veterans are invited to the clubhouse for the exchange. Joe McManus will send out a notice to the community.

New Business

Pool- Ann Vannozi reported that current plans provide for the pool to open on July 4, 2021, from 12 pm to 6 pm daily until Labor Day. We will abide by whatever federal and state guidelines are in place at that time regarding social distancing, masks, pool ambassadors, sanitation, etc.

Two pool drain covers need to be changed and certified in order to open the pool. The cost estimate is \$600.00 and available in deferred maintenance funding. Valarie French proposed to pay this, Lou Donofrio seconded, all approved.

RAC- Steve Walker reported that tennis, bocce ball and shuffleboard courts need resurfacing. There are funds in the reserve account that can pay for this. According to the Reserve Study, this work was scheduled for 2023 but the RAC surfaces are in very poor shape. Two bids were received, one for \$24,000 from Ed Metz and one for \$18,500 from Kurt's Kourts. Kurt's Kourts has completed work on the RAC in the past and we are confident in their workmanship. Lines for two pickleball courts and two pickleball nets are included in the proposal for the tennis court.

Greg Bancroft asked about the warranty for the repairs and Steve Walker explained the work will be warranted for one year.

The Board asked for an appropriation (including a contingency amount) totaling \$20,000 for the work. Michael Swiatocha so moved, Ann Vannozzi seconded, all approved.

New Residents- Roberta Sutker asked about welcoming new residents to the community as we have in the past. As the guidelines related to Covid-19 change, it will be possible to have more activities, including an event for new neighbors.

7:45 pm Lou Donofrio moved to adjourn the meeting, Ann Vannozzi seconded, all approved.

Respectfully submitted,

Valarie W. French