

Village of Green Trails Association. Inc
Annual Meeting
May 13, 2026

The meeting was called to order at 7:08 pm at City Hall by president Mary Monachella.

Trustees present: Mark Cillo, Ken Kobolt, Micah Roufa, Mary Monachella.

Absent: Caryn Carlie (Recall Karen Scaglione resigned in March)

Owners attending: Terry Monachella, Scott Masterson, Mark Aylward, Kathy and Meyer Kranson, Ed and Ann Bearden

Candidates present: Rebecca Aft, Brett Scarfino (via phone), Lisa Berger

After welcoming everyone, Mary began with the recap of 2025.

Finance and Budget for 2025 by Caryn Carlie

The report from treasurer Caryn Carlie was read by Mary.

Treasurer Report for Year 2025

Balance Sheet as of 12/31/2025

| | |
|---------------------------|--------------|
| Cash and Cash Equivalents | \$289,802.42 |
| Liabilities and Equity | \$289,802.42 |

Income Statement as of 12/31/2025

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|--|--------------|
| Income from assessments, interest and fees | \$169,686.04 |
|--|--------------|

Statement of Expenses as of 12/31/2025

| | |
|-------------------------|--------------|
| Administration Expenses | \$14,780.83 |
| Grounds Expenses | \$116,248.00 |
| Insurance Premiums | \$10,472.25 |
| Taxes Paid | \$0.00 |
| Total Expenses | \$141,501.08 |

Net Income for Year 2025 as of 12/31/2025

\$28,184.96

Owners' Accounts in Arrears as of 12/31/2025

| | |
|--|-------------|
| 17 Owners are in arrears out of 637 Owners | \$23,199.68 |
|--|-------------|

Major Contract Expirations Coming Due in 2026

Insurance Premiums Due 6/1/2026 were submitted for payment 5/12/2026
Mowing and grounds 3-year contract with Terrill expires 12/31/26
Management agency 3-year contract with CPM expires 12/31/2026

Terrill Contract Comment

2023 RFP:

As reported in the minutes of Dec 13, 2023 these companies were asked to participate in the 2023 RFP:

Schwartz Brothers, Elite Lawn Care, Lawn Masters and Turf Pros - all no bid.

Quiet Village - offered a plan that was not better than the current vendor.

Terrill Landscaping, the current vendor at the time, was offered another 3-year contract.

2024-2026 Performance:

All Board members, past and present, who actively participate in grounds projects by being on-site to evaluate problems and assess options and who have worked with homeowners and various Vendors on multiple issues over multiple years unanimously approve of Terrill's performance.

Terrill's Know How:

Terrill has the equipment, the staff, and the intimate knowledge of the grounds to get the job done right. We are a priority to Terrill, they will perform extra services as issues arise while they are on-site. Terrill mows 80 acres every week; keeps the honeysuckle cut back; cuts back the edges of the fields; picks up the debris at the lake; can remove small -sized limbs; can work on minor erosion issues; and more.

Why Terrill is Important:

The Village is made up of 35 individual parcels making up 180 acres of common ground. Our Village common ground looks good because the Board makes this a priority, because Terrill knows our property, is extremely reliable and because Terrill gets the work done quickly and and professionally.

Grounds Report for 2025 by Micah Roufa

Micah recapped 39 projects that were performed in addition to the regular mowings scheduled by contract with Terrill Contracting, Inc.

The additional projects included spring and fall grounds clean-up, storm debris removal, tree removal, erosion/drainage control, stump removal, sidewalk hedge trimming and lake debris removal. Many of these were small issues that needed to be addressed in a timely manner and were given to Terrill on a time and materials basis (rates per contract) or via an additional contract. Larger erosion projects and large tree removals were put out to bid.

Lake condition 2025 and now by Mark Cillo

Mark reported that the lake was currently in good shape. The spring rain has it at a good level. In the heat of the summer, it will likely be down a little so the muddy bank may be visible. Although the lake gets a bit more silt added yearly, it does not currently need dredging. It is hard to determine when that will be. Good bacteria that will consume the dead vegetation (bio-dredging) is added to the lake regularly. There's enough oxygen in the water for healthy fish. Board could consider partial dredging around the perimeter (with a back hoe) if silting increases.

After some discussion on the order of the agenda, Mary announced the election results. There were three candidates for three positions. Each lot had 3 votes but only one vote per candidate was allowed. Owners cast a varying number of votes--one, two, or three. Hence the varying results.

Congratulations to Rebecca Aft (64 votes), Lisa Berger (72 votes), Brett Scarfino (85 votes)

Rebecca will be replacing Karen Scaglione and will serve the last two years of her term before running for re-election. Lisa and Brett will each serve 3-year terms. We welcome them and thank them for volunteering.

After more discussion on the order of the meeting, Mary continued with usual business portion of the May meeting.

1. April minutes were approved via email and posted.
2. Finances posted for April—Here is the summary from Caryn read by Mary

Treasurer Report Month of April 2026

Balance Sheet

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|---------------------------|---------------------|
| Cash and Cash Equivalents | \$373,797.96 |
| Liabilities and Equity | <u>\$373,797.96</u> |

Income Statement

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|--|--------------------|
| Income from assessments, interest and fees | <u>\$88,388.07</u> |
| Assessments due date was May 1 | |

Statement of Expenses

| | |
|-------------------------|-------------------|
| Administration Expenses | \$2,611.79 |
| Grounds Expenses | \$4,126.00 |
| Taxes Paid | <u>\$1,017.00</u> |
| Total Expenses | <u>\$7,754.79</u> |

Net Income for April 2026

\$80,633.28

Net Income for Year 2026

\$83,147.54

Owners' Accounts in Arrears

13 Owners are in arrears out of 637 Owners

| | |
|---|--------------------|
| Assessments Due | \$5,680.45 |
| Bank Service Fees, Collection Fees, Late Fees Due | \$4,890.81 |
| Legal Fees Due | <u>\$6,652.37</u> |
| Total Owner's Accounts in Arrears Due | <u>\$17,223.63</u> |

Expirations Coming Due in 90 Days

Certificate of Liab Insurance from CPM expired 4/14/2026

COL for Hanneke expires 5/15/2026

COL for Charles DeWitt Insurance expires 8/2/2026

COL for our Association expires 6/1/2026

- Insurance has been renewed/approved and paid-- Inv \$10,512.15.
- Taxes were owed for the first time.

3. Invoices/Contracts—read by Mary

- Paid Terrill Inv 78143 for \$7,114. mowing all fields per contract.
- Paid County Tree Inv 1852 for \$1550 for tree work behind 14058 Boxford Ct.
- Approved/paid County Tree Inv 1854 for \$1400 for downed trees from storm near 14229 Parliament.
- Approved Terrill Contract 2026-067 for \$950 to remove dead tree near 277 Gunston Hall and fill in erosion area, but work has not begun
- Approved Terrill contract 2026-086 for \$1000 to install a small culvert to access common ground in the southern powerline field from Lake on White Road cul-de-sac. Work waiting on Lake on LWR trustees.

4. Grounds Issues—read by Mary

- Very large tree on the creek bank behind 14046 Boxford Court. Sent pictures for approval on 5/3. Mark Aylward spoke about the situation. It was decided the new board will contact an arborist for advice and monitor the tree.
- Dead tree on common ground slightly leaning on rear fence at 300 Travertine Ln. Board voted to get bid from County Tree asap. Mary is to follow up.
- Concern voiced by Steve Bour (14057 Augusta) citing erosion on common ground behind Camberra Ct near him.(Mary to ask Zac Terrill to take a look with Brett.)

This is the end of old business and the new trustees now takeover.

5. New business

A.

Ken started the discussion on officers for the new board. Mary stated that she no longer wishes to be president or hold any office. Ken nominated Mark for president. Mark accepted the nomination with the stipulation that he has no more time available to attend to the duties of president than he has had for his previous office as vice-president. Rebecca voiced concern about not knowing the duties of each office, so how could this work? Lisa made a motion to postpone selecting officers until the next meeting in order to discuss the work load. Rebecca seconded the motion. Ken persisted that we select officers at this meeting.

After more debate, Lisa put forth a slate of officers for a vote:

Mark President

Ken Vice-President

Brett Scarfino Treasurer

Lisa Berger Secretary

The vote passed 5-0, Rebecca left before the vote.

B.

Ken made a motion to approve all the points in two emails that he sent out this afternoon prior to our meeting concerning migration to Google Works for use by all Village trustees and to Google for our website. Much discussion ensued over the ability to regulate decisions of future boards on a software choice or any other choice.

Ken made a new motion

“I move that the Village of Green Trails Association authorize the purchase and use of two Google Workspace Business Standard licenses; migrate the Association’s website hosting from GoDaddy to Google Sites within Google Workspace, while retaining GoDaddy as the domain registrar; and establish Association-controlled Google Drive storage, centralized e-mail addresses, and Google Groups for official Association communications and records. The two paid Google Workspace licenses shall be reserved for the two active Super Admin accounts.” The vote passed 4 to1.

6. Next meeting June 9 at 7pm via Google Meet. Email Ken for an invite.