

# MINUTES

## Silver Woods CA Board Meeting

June 6, 2023

6:30pm

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### In Attendance

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Margie Beatty, Marc Bognar, Laura Giorgianni, Diane Seeger, Trish Scott, Tabitha Hammerstone

Homeowner attendance: Approximately 30

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### Housekeeping

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- Call to order.
- Approval of May minutes: approved. Diane motion, Trish second, BOD approved.

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### Committee and Property Management Reports

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1. Board Committee and Property Management Reports:

a. Margie: Inspections:

- i. Inspection notices were mailed on June 8 to four-five homeowners. Responses pending.

b. Trish: Pool/Clubhouse:

- i. The pool is open for the season. Trish tested the phone on the pool deck. The phone is working and 911 recognizes the number and the clubhouse address.
- ii. Johnson Fitness was on site to repair broken gym equipment, some of the equipment is waiting for parts and will be repaired when the parts are delivered.
- iii. Trish found the A/C in the gym was not working; service pending.
- iv. The fireplace was serviced but is not functioning as the gas has been shut off as a result of change in property management companies and not paying the bill. Working to get this fixed.

c. Laura: Ponds:

- i. Envirotech reseeded ponds one and two with wildflowers. Pond three was sprayed for invasives and will be reseeded shortly. Laura received a communication from a homeowner regarding trapping eels in pond two to be used for personal bait. Eels travel from pond three to pond two and end up in pond one during periods of heavy rain. The homeowner would like permission to trap the eels at the outflow of pond two. The Board approved a three-month trial and then will evaluate. Laura will communicate with the homeowner. **Action item.**
- ii. In discussing our common areas with Sussex Conservation District, it was suggested that since we do not have irrigation in our common areas that letting the grass grow to look like a meadow would help with aesthetics and to stabilize the common areas. Areas such as the side of the swale located on Old Forge are a prime example. The Board agreed to have a couple test sites to evaluate the aesthetics of these areas. The swale on Old Forge- street side will be a test area as it is not near any home. Additionally, Sandra

M. said she is fine with trying it in the common area next to her home as well. Laura will work with Envirotech and BrightView to get these areas flagged to allow the grass to grow.

d. Laura: Finance:

- i. Finance: Actuals to budget on track. There is \$76k in long-term reserves and \$50k in the operating account. Laura would like the Board to consider investing money to earn a return. Laura will draft a resolution for consideration. **Action item.**
- ii. Tree Survey: We engaged the arborist to conduct a follow up tree survey which should be complete mid-June.

e. Marc: Contracts/Premier:

- i. Premier: continues to work well. The Silver Woods calendar was moved to Vantaca.
- ii. Brightview: Despite meeting with Brightview management several times and walking them around the neighborhood, performance challenges continue, the Board will continue to monitor their performance. As information, Brightview applied a growth regulator to lawns in early May, which helps roots grow deeper and encourages grass to spread horizontally, instead of growing vertically; the second application will be done in June/July. Ken Stein asked about lack of seed applied to the common area diagonally across from the clubhouse. He stated that the common area had never been seeded while other common areas had. It was explained that common areas are not owned by SWCA, therefore we have not done any seeding in those areas. The developer has seeded the common areas several times without success. If the community wants to seed again, the cost would be incurred by the community for areas that we do not own.
- iii. Developer issues: The Board has filed a complaint with the Ombudsman's Office. In it is a punch list of items needing attention. This action was necessary as the developer does not respond to our attempts for communication and rarely honors these promises. As a reminder, landscaping plans were approved by the town in 2016 and it is unlikely we could get them changed. (In response to comments from Ken Stein, Matt Sanders, Joe G.)

f. Margie/Trish: Welcoming:

- i. There will be one new homeowner on June 14<sup>th</sup> to welcome.

g. Tabitha: Property Management Report: May community metrics and Ombudsman Update:

- i. Property Management Metrics: No report.
- ii. Ombudsman Update: The documents were received by the Ombudsman's office and are being reviewed. A mediation date will be set with the developer in hopes of negotiating a solution to the list of issues previously sent to the developer.

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## Prior Action Items

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1. Medical training: Twenty homeowners attended the Beebe presentation on May 20. **Complete.**
2. Premier sign: The placement of the Premier sign will be completed shortly on Thornton Road. *In process.*
3. Committee charters: Located on the Silver Woods website. **Complete.**
4. Vantaca tab for SWARC applications: Functionality not available. **Complete.**
5. Permit-by-rule for exterior door paint: (a). PBR communicated in May newsletter. **Complete.** (b). Diane Seeger is collecting established door colors to add to list of acceptable colors. If you have a chance, please send the color and code of your door to the SW email. *In process.*

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## Old Business

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1. Brightview Landscaping performance: See above.

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## New Business

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1. Walking trail bridges: The landscaping plan has three bridges slated for construction. The town eliminated one bridge over the swale on Old Forge near Luzerne Drive. The second bridge, which goes over the swale at the east side of pond will be built. Laura, Marc, and Margie met with the developer and town representatives to discuss the third bridge which is a ninety-foot bridge that goes over the swale at the north end of pond three (adjacent to lot 66). Our goal is to negotiate a compromise in lieu of building the bridge as maintenance of this bridge would be expensive. The Board will communicate the resolution when we get a response.
2. Homeowner drainage pop-ups in common areas: Homeowners are running pop ups in common areas, and they are causing flooding and standing water in these common areas. The Board will advise these homeowners that the pop ups need to be rerouted to the edge of the pond. **Action item.**
3. Permit-by-rule for exterior shutters: Laura Obie, will ask Sherwin Williams if they have a list of the approved colors for Silver Woods. Joe G volunteered for the SWAR Committee to identify the existing shutter colors in the community. **Action item**
4. Social committee homeowner survey results: Mary Jane Volk provided attendees with a summary of the survey results. Mary Jane will send the survey results to Margie for inclusion in the next newsletter.

### Highlights:

- a. Forty-three people responded.
- b. Favorite events: Pool opening party, Holiday party, Kentucky Derby party, Halloween party and the Matt McIntyre Memorial Golf Tournament.
- c. Yard sale every spring.
- d. Monthly happy hours will be scheduled for non- party months.
- e. Recreational activities preferred: pickleball, bowling, golf. A volunteer to coordinate will be needed.
- f. The social committee is considering educational, learning, or art presentations conducted by community members. If you have a talent you would like to share, contact the social committee. **Action item.**
- g. Benefit golf outing- The Board approved the use of the Silver Woods email to email past participants about the upcoming tournament.
- h. Joe G suggested a newsletter item about beautifying our community. An example was given that homeowners remove old survey markers stakes and remove fertilizer signs a few days after application. Other items could include picking up trash.
- i. Margie will include instructions on accessing Vantaca in the monthly newsletter. **Action item.**

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## Work Session

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1. The Board discussed topics for the upcoming quarterly meeting on June 20<sup>th</sup> at 6:30pm, via Zoom. The agenda and call-in information will be sent to homeowners on Friday, June 9<sup>th</sup>. The June 20<sup>th</sup> meeting will be in lieu of a July meeting.

2. The Board decided not to hold monthly Board meetings during the months where quarterly meetings are held. June 20<sup>th</sup>, September 5<sup>th</sup>, and December 5<sup>th</sup> are the dates for the next quarterly meetings. **Action item.**
3. Quarterly meetings will be conducted via Zoom. Monthly meetings will be held in person at the Clubhouse. Agendas will be sent to homeowners prior to the meetings.

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## Budget/ Financial Information

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See finance committee report above.

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## New Action Items: In Process

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**Committee Reports: committee chairs will address action items for their respective committees.**

1. NB 2, 3, 4f, 4i.
2. WS 2: Send out quarterly meeting agenda.

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## Other Business

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1. Business recommendations by homeowners: The bulletin board in kitchen will be used for contractor recommendations. Feel free to post the business card of the contractor you are recommending with your name on the back of the card so that interested homeowners can contact you with questions. This action prevents contractors posting flyers around neighborhood.

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## Next Meeting

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No July SWCA Monthly Meeting

June 20, 6:30 pm., Q2 SWCA Meeting, Zoom

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## Meeting Documents

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Agenda

Social Committee homeowner survey results.