

The Fairways at Torrington
Board of Directors Meeting
Wednesday, August 10, 2011

Call to Order: The Board of Directors meeting was called to order at 6:00PM

Present: Paul Zeller, President; Richard Morin, Vice President; Helen Finello, Secretary; Stacey Munson, Director; Connie Hall, Director and Jennifer Feiman, Property Manager

Unit Owners: Also present unit owners: William Koldys, Mary Winslow, MaryAnn Delay, Liselotte Siebenberg and John Edzold

Issues: William Koldys, Unit #36 addressed the board regarding a charge to him of \$150 for snow removal from his deck this past winter. He feels that this fee should be waived. Apparently, he could not get out to his deck to shovel the snow (after numerous unsuccessful attempts to contact Mr. Koldys by our management company to please shovel the snow off his deck for safety reason) because his sliding glass door was frozen shut because of a water leak he was unaware of at the time. He feels the leak was cause by gutter issues. Rain water dripping from the molding above his sliding glass doors on the interior door channels and carpet. He had his sliding glass door inspected and the door was not this issue. He feels the gutters need to be "fixed" or replaced and the problem would be solved. The board will take his letters and statement into consideration and also confer with Kevin Trumbull on his issue and make a final decision on the \$150 fee that was assessed.

Liselotte Siebenberg Unit #3 asked that the shrubs in front of her unit be removed because they were damaged by the winter storms. The board will confer with our landscaper, Fran DuCotey to determine if the shrubs need to be removed or if they are strong enough to grow back to their original appearance. Ms. Siebenberg also asked that her deck be power washed and stained. She feels mold is starting to build.

John Edzold Unit #135 had an issue with the size of the shrub that was planted in-front of his unit. He feels it's too tall and would have preferred a smaller shrub. He would have like to be consulted before it was planted. He will accept the shrub if it cannot be moved.

Mary Winslow Unit #88 will submit a detailed variance request to remove some shrubs from the front of her unit and replace them with other. Ms. Winslow stated that she would accept the cost of taking out the shrubs and the replacement. Board waiting to receive her proposal.

Minutes: Reading of the minutes from our July 13, 2011 board meeting was waived. Motion made by Paul Zeller, seconded by Rich Morin.

Financial Report

Assets – Bal as of 7/31/11 \$243,628.33
The board reviewed the delinquency report provided by Imagineers. Also reviewed infraction letters sent out in July.

Business:

Action Points: Property Manager, Jennifer Feiman and the board members reviewed the action point's document for the past month.

- Fire Alarms in common buildings – need to find out if they were inspected this year 2011
- Looking for “handyman” to address smaller repair work in our complex. Jennifer to make contact with potential candidates
- Still waiting on bids for power washing and staining decks
- Jennifer checking on the utility usage for our complex (some areas are quite high)
- Unit #162 deck has been replaced
- Fran DuCotey will look at various shrubs and landscaping around the complex. Various unit owners along with board have asked Mr. DuCotey to inspect the grounds and provide any recommendations as to landscaping, shrubs, trees, drainage issues, etc. The board will then prioritize his recommendations to must be done now or can wait till next year.
- Wooden steps between building 13&14 (Berkshire Oval) are unsafe and may need to be partially or completely replaced or repaired. Jim Pescatore has been asked to look at the stairs and give the board his recommendation.
- Snow removal contract for 2011-2012 season has been approved by the board. Stacey Munson made the motion to accept and Connie Hall seconded. Lafferty Enterprises Inc. (Harwinton Paving) will be handling the plowing at the Fairways.
- The Insurance Overview document has been approved by the board. Motion made by Connie Hall, seconded by Rich Morin. Document will be sent to all unit owners for review and comments. Unit owners will have ten days to respond to the management company with any questions or issues.
- Collection policy document has been reviewed by the board and the association attorney. Notice will be sent out to all unit owners. Board approved. Motion made by Stacey Munson and seconded by Helen Finello

Adjournment: Motion was made by Connie Hall and seconded by Rich Morin. The board adjourned at 9:10PM