

WELLINGTON NEIGHBORHOOD ASSOCIATION

Board of Directors Minutes

January 5, 2011

1:30 – 3:00 pm

- ❖ Call Meeting to Order: The meeting was called to order at 1:54. The following members were in attendance: Michael Mosher, Courtney Kenady, Scott Reid, Deb Drayton and Jennifer McAtamney.
- ❖ Public Comment Session: No public comments were taken.
- ❖ Approval of BOD Minutes: Yes
 - M/S/P – Scott/Mosh – 4-0
- ❖ Finance
 - Approve bills and sign checks:
 - Community First Association Management – \$2312.00
 - AllPhase - \$ 3000.00
 - Visor Construction - \$ 3000.00
 - Brian Hume - \$0.00
 - Auto – payments
 - Xcel Energy – \$76.89
 - Delinquent Dues:
 - See separate document. To be reported as of 12/31/2010:
- ❖ HOA Hot Issues:
 - Parking: Debreif from meeting. People were concerned about the esthetic of the signs but want the town to do the enforcement.
 - Board discussion involving this understands the desire for a better esthetic but has concerns that the money spent on prettying up the signs would not be well spent because of the intial costs and the on going maintenance of the sign frames. We are going to try and make the current ones as attractive as possible. Mosh is going to work on mocking them up so we can see the possibilities. – Jennifer has found some frame options to look at and will bring pictures. We are going to go with the white reflective signs with the frames and 4x4 spaces Buy at least 10 extra. Great – for the spring we will have everything ready to go.
 - Homeowner responsibilities and education: Next steps: Determine and define areas of responsibilitiy for both homeowners and Association. Let’s discuss responsibilities. Eg. Replacing trees in ROW, Fences (esp on greens), gates, irrigation, shoveling and plowing etc front yard irrigation – Jen is going to start a comprhensive list and we will determine policy on each item at our winter meetings. This document will become part of the homeowner manual. Note: We need to also note the plowing damage things is the owners responsibility to take care of it as well.
 - See separate docuement
 - DRC –We still need to adopt these at a big meeting in March
 - Memorial Bench:
 - Memorial bench for Mary Gervais brother. She sent a sample of it. We could not view it via online today. Jen will send it out online. The one Mary liked was probably not sturdy enough let’s get some suggestions for her. We are going to look at finding a standard sturdy bench where people can then customize a memorial plaque. We really like the town benches. They are very sturdy and nice looking. We are going to find out where they are made and the cost and then work from there. – No update.
 - Memorial Bench:
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- enough let's get some suggestions for her. We are going to look at finding a standard sturdy bench where people can then customize a memorial plaque. We really like the town benches. They are very sturdy and nice looking. We are going to find out where they are made and the cost and then work from there. – No update. Move on from this in 2010.
- ❖ Enforcement Issues:
 - Parking on Cedar Green parking area - we will deal with this when things are signed.
 - SUV on Willow Green –look for the owner
 - Loose dogs - What can we do? Tell neighbors - 1st talk to the owners, then call the CSOs.
 - Dave Rossi's email - Jen respond with a list of how we addressed or not. Do we want to use the the new boxes? Let's use them and install in the spring at the same time as the signs. Jen will get prices for the new boxes and add it to the reserve budget for signs. Courtney will let David know we are going this direction.
 - ❖ Budget Decisions:
 - In the spring we will paint Huckleberry, Willow and then see what else might need some love.
 - Parking signs – see notes above.
 - Website redesign: Jen will be working on this over the winter.
 - Rodeo spiff up request – EPA and Wolff Lyon is looking at this land for improving it. Scott mentioned that we need to do some grading, take out the trash, and put seed down to make it better immediately. David believes this is a developer responsibility but does not want to do something extensive because of the future plans for the community building. Scott is proposing that the developer moves the dirt and does the clean up. Then we put down top soil and seeds. David is suggesting that his guys pull out the garbage, and weeds and that we take a look at it at our November meeting. David is going it and send an email on proposal on Monday via email.
 - Doug asked about the detention pond. A. It may change down the road and it is a serious financial commitment. This will be part of the further work. – The grading and seeding work will be in the spring.
 - Doug would like an update on when things will be cleaned up – We will ask David.
 - Silver Green - revamp – let's look at this as part of the business discussion. This is probably should be posed to the green to find out how to do this. Let's suggest we put this in the reserve budget for \$1,500.00 and ask them to look at a plan to present to the board. The plan needs to be sustainable with hard use. We can do this annually as part of our maintenance plan.
 - David is meeting with housing committee to talk about the community building and is also talking to Chris Egan. Once these questions are answered we can look at a bigger plan. This summer we would like to do something. Jen will put \$3000 in the reserve to do weed mitigation and some grading and seeding.
 - ❖ Policy Decisions:
 - Trellis lights – how to proceed – Fix the one on Cedar Green. Low cost. Low maintenance is a consens. I received a cut sheet from Tom Lyon and have it sent out to All Electric, Triangle Electric and Electrical Integration. I do not believe I will have pricing until after our meeting so will send out via email. The plan is to repair cedar green and add lighting to the trellis which do not have them including Impatient, Meadowlark, Leap Frog, RainDrop, Madeline, and Dragonfly once we have bids on these we will decide how to proceed.
 - Landscaping – for 2011 season – Things were great in 2010 let's stay the course.
 - Budget thoughts for 2011. Let's stay the course and keep our reserves working as they are. – Jen presented a draft budget which is very similar to 2010 with increases for snow plowing given this current year and some addition funds for watering and landscaping The consensu is that the

draft budget is looking good. Jen will clean up and get ready for formal adoption process starting later this month.

- ❖ Final Board Comments: Push back and scrape and rearrange - all are in favor of it. Jen call Mark to get started on this. We
- ❖ Meeting Adjournment: 3:17pm and a big thanks to Mosh for being such an outstanding meeting host.

WELLINGTON NEIGHBORHOOD ASSOCIATION

Board of Directors Minutes

November 3, 2010

1:30 – 3:00 pm

- ❖ *Call Meeting to Order: The meeting was called to order at 1:42 pm. The following members were in attendance: Courtney Kenady, Deb Drayton, Scott Reid, Michael Mosher and the association administrator Jennifer McAtamney.*
- ❖ *Public Comment Session: No public comments.*
- ❖ *Approval of BOD Minutes:*
 - *M/S/P – Scott/Mosh/ 4-0*
- ❖ *Approval of Neighborhood Administrator Hours:*
- ❖ *Finance*
 - *Approve bills and sign checks:*
 - *Jennifer McAtamney – \$195 for storage, \$214 for poop bags*
 - *Carol March - \$200.00*
 - *Auto – payments*
 - *COPAC – 0*
 - *Payroll – 0*
 - *Xcel Energy – \$58.77*
 - *Delinquent Dues:*
 - *See separate document. To be reported as of 10/31/2010:*
- ❖ *HOA Hot Issues:*
 - *Parking: Debrief from meeting. People were concerned about the esthetic of the signs but want the town to do the enforcement.*
 - *Board discussion involving this understands the desire for a better esthetic but has concerns that the money spent on prettying up the signs would not be well spent because of the initial costs and the on going maintenance of the sign frames. We are going to try and make the current ones as attractive as possible. Mosh is going to work on mocking them up so we can see the possibilities.*
 - *Homeowner responsibilities and education: Next steps: Determine and define areas of responsibility for both homeowners and Association. Let's discuss responsibilities. Eg. Replacing trees in ROW, Fences (esp on greens), gates, irrigation, shoveling and plowing etc front yard irrigation – Jen is going to start a comprehensive list and we will determine policy on each item at our winter meetings. This document will become part of the homeowner manual. Note: We need to also note the plowing damage things is the owners responsibility to take care of it as well.*
 - *DRC – Standards were published and will be used going forward. – They should be on the web site. We still need to adopt these at a big meeting.*
 - *Memorial Bench:*
 - *Memorial bench for Mary Gervais brother. She sent a sample of it. We could not view it via online today. Jen will send it out online. The one Mary liked was probably not sturdy enough let's get some suggestions for her. We are going to look at finding a standard sturdy bench where people can then customize a memorial plaque. We really like the town benches. They are very sturdy and nice looking. We are going to find out where they are made and the cost and then work from there. – No update.*
 - *Enforcement Issues: A Blue Bird Electric truck was parking on the green and Jennifer has addressed this. I am currently working on an issue with a red car on huckleberry green but we are not sure of the owner. Jen will send a note to the owners of the house at 92 Union Mill to tell them not park on the street. There is a camper on Bridge St/Union Mill alley way let's fix that too. On the Meadowlark/Bridge alley there is a*

slide in camper that is without its truck. We need to check in on the end of Union Mill for some extra parking on the green spaces that is happening there.

❖ *Budget Decisions:*

- *Look at landscaping bids – Fall tree replacement \$2940.00 with planting for 16 Multi stem aspens and 5 englemen spruce. Just a note: These are still in line to be replaced. The trees were being dug by Native Landscaping and hunters on the land delayed delivery. If possible they will be delivered soon and planted – they have assured me that they are fine to plant because they are dormant and will be warranted for 1 year.*
- *Talk about painting fences and bus stop – if the weather cooperates we will be painting the bus Stop, Cedar, Impatient and Silver Greens. In the spring we will paint Huckleberry, Willow and then see what else might need some love.*
- *Parking signs – see notes above.*
- *Website redesign: The board discussed this issue in depth determined that it was important that the HOA to be able to proactively be able to manage and change info on the website. A newly designed website will also help with some of the platform and navigation issues we have seen. The board really appreciates all of Dougs work over the years on this and also understand that he is busier with his business and does not have as much time to devote to the work on this site. With these two matters top of mind we will look at moving the URL and working on a new site which will help with some of the navigation challenges we have see*
- *Rodeo spiff up request – EPA and Wolff Lyon is looking at this land for improving it. Scott mentioned that we need to do some grading, take out the trash, and put seed down to make it better immediately. David believes this is a developer responsibility but does not want to do something extensive because of the future plans for the community building. Scott is proposing that the developer moves the dirt and does the clean up. Then we put down top soil and seeds. David is suggesting that his guys pull out the garbage, and weeds and that we take a look at it at our November meeting. David is going it and send an email on proposal on Monday via email.*
 - *Doug asked about the detention pond. A. It may change down the road and it is a serious financial commitment. This will be part of the further work. – The grading and seeding work will be in the spring.*
 - *Doug would like an update on when things will be cleaned up – We will ask David.*
 - *Silver Green - revamp – let's look at this as part of the business discussion. This is probably should be posed to the green to find out how to do this. Let's suggest we put this in the reserve budget for \$1,500.00 and ask them to look at a plan to present to the board. The plan needs to be sustainable with hard use. We can do this annually as part of our maintenance plan.*
- *Snow Shoveling – It was unanimous to choose Visor again this year. They did a great job and we want them back again. We really like how they waited until the plows had come and then come so he also shoveled the windrows.*

❖ *Policy Decisions:*

- *Trellis lights – how to proceed – Fix the one on Cedar Green. Low cost. Low maintenance is a consens. I received a cut sheet from Tom Lyon and have it sent out to All Electric, Triangle Electric and Electrical Integration. I do not believe I will have pricing until after our meeting so will send out via email. The plan is to repair cedar green and add lighting to the trellis which do not have them including Impatient, Meadowlark, Leap Frog, RainDrop, Madeline, and Dragonfly once we have bids on these we will decide how to proceed.*
- *Landscaping – for 2011 season – This year is the best it has been. We can get some bids while it is still green and you can see the grass. Meeting with people in the next two weeks for next year.*
- *Budget thoughts for 2011. Let's stay the course and keep our reserves working as they are.*

- *How do we want to contract with Jennifer as a employee or contractor? – We are going to restructure with Jennifer as a contractor. This saves the HOA about \$1000/annually as Jennifer takes on insurance, unemployment and taxes. Right now the HOA pays \$660 a year for payroll, \$200 in workman's comp, over \$2000 in taxes in addition to payroll.*
- ❖ *Final Board Comments:None*
- ❖ *Meeting Adjournment: 3:26 pm.*