

Board of Directors Meeting
August 7, 2013 1:30 pm
24 Leapfrog Green

- ❖ Call Meeting to Order: The meeting was called to order at 1:42 pm. The following board members were in attendance: Courtney Kenady, Michael Mosher, Deb Drayton. Dave Rossi was unable to attend due to a family issue. He hopes to call in if possible. Jennifer McAtamney was also in attendance. We contacted Dave and let him know how to reach us and that we were starting our meeting.
- ❖ Approval of BOD Minutes for June with Dave Rossi's changes regarding irrigation bills
 - M/S/P: Mosh/Court – 3-0
- ❖ Old Business:
 - Hot Issues: Bus stop & Community Building Outreach
 - How to reach out: Mosh will provide the materials and send to the board to vet; once approved Jennifer will put it on the website. For local outreach Ben Brewer has offered to help Mosh with the neighborhood. They would like to start this as soon as possible.
 - Update - David O'Neil prefers to see bus follow original Master Plan, down Bridge Street, and exiting on Wellington Road at Phase 3
 - Since the Bridge Street connection will not happen for years (pending Rd White and Blue and TOB approval), Mosh suggests placing temporary stops along the planned alternative route along French Gulch Road.
 - ◆ Olivia Lane moved to French Gulch Road
 - ◆ Sign only (not a full bus stop) placed between Union Mill and Bridge Streets alleys
 - ◆ Sign only (not a full bus stop) along Logan Road
 - Bus would exit Logan Road/French Gulch Road at the east end of Neighborhood and continue to Town.
 - Courtney is going to discuss with David about how to present this. A process similar to that on the community building could be a good method for outreach. She will get back to the rest of the group on this. We would need to hold meetings before September 23 due to moving of the model.*
 - Email and Google Groups –
 - Get Courtney and Deb up and running with those new addresses – update
 - ◆ We need to get Courtney up and running with this. Jennifer will help Courtney with her Secretary account.
 - Rodeo Dr Improvements – update on process and plans. Documents are posted on website. As indicated in the summary it looks like Option 1 will be implemented in 2014.
 - Set a date for a meeting with the DRC. As indicated many members can meet on most any Monday evening in August.- August 26th Mosh and Courtney can both make it. It would likely be at 7:00 pm. Jennifer will contact the DRC and Courtney has indicated we can meet at 24 Leap Frog Green
 - ❖ New Business
 - Finance
 - Approve bills and sign checks: - Approved
 - Review & approve actual to budget
 - ◆ M/S/P: Deb/Courtney – 3-0
 - ◆ Revenues are ahead of budget, Office supplies are over budget because we are still maintaining storage. No smaller units are available. One thought Jen presented was the possibility of share the space with another HOA or two. (like Peak One & VP)

No decision was made people are going to ponder this and Jennifer will reach out to Peak One first to see if they would like to split it.

- Walkthrough list from Summit Landscaping
 - By and large many of these issues have been addressed by Leslie. Mulch was added to Silver Green and will be added to Impatient Green as well. In many spots where it landscape fabric is showing. Leslie has fixed it but it is back uncovered again due to the activities or pets and people in the beds. Other items noted will require volunteers or funds to fix these areas up. These include pruning trees, gravel and rocks in parking areas, etc. Small misc fence and trellis repairs are also being taken care of by Brian Hume. He is going to be freed up to do some work and is shooting for later this week or next depending on the weather. We are also getting bids for alleys to seal cracks. We also noticed some issues at the French Gulch and alley entrances. On the north corners the alley asphalt is getting damaged and the dirt next to it rutted out. The suggestion has been to fill in these holes with road base and compact them to prevent further wear to the asphalt. The group believes this would be a good things to address so Jennifer will get a specific quote from Brian to fix this.
- Hot Issues:
 - Signs for Rodeo Open space – we believe this issues has been addressed and don't see a need for a sign at this point.
 - Central Park Improvements – Bid from Dave & SL Team
 - We have not received bid – tabled until next meeting
 - Snow removal for 2013/14 season – This should be addressed in September so the decision can be made at the October meeting or earlier.
 - DRC Committee and Process – tabled until the next meeting.
 - Sports Equipment/Toys in common areas – tabled until next meeting
 - Poop Loop –litter of bags around old poop station. It is disgusting!!!!
 - Jen will send a note out with the picture to remind neighbors to bring their poop home.
 - Delinquent Dues – payment plan requests, penalties and interest are being applied.
 - Neighbor 1: Interest and penalties are waived if paid in full by August 15th.
 - ◆ Approved 3-0
 - Neighbor 2: Proposal to pay with a scheduled payment plan in full by end of January and provide post dated checks for 2014 to have all late fees and penalties waived.
 - ◆ Approved 3-0
 - Model office is being sold in October - need option for meetings. Members will consider this.
 - 10 & 14 Bridge St.
 - Enforcement: We have sent them a notice of violation. They have cleaned up only the tires remain at 14 Bridge St. A neighbor has also offered to help with the effort if needed. Jennifer will contact them both and offer to send neighbors over and also be give suggestions about taking care of the violation.
- ❖ Final Board Comments:
 - Deb is resigning and has let David know. She has offered continue in her role to help to with checks and payment plans until David appoints a replacement and responsibilities can be transitioned.
 - The Board has unanimously agreed that they should work to have the budget ready for the meeting so that neighbors are prepared for the increase in 2014. If we want to do this we may need to move the meeting back to November to ample time to notice the budget hearing.
- ❖ Meeting Adjournment: 3:31 pm
 - M/S/P: Courtney/Deb – 3-0

Board of Directors Meeting
June 10th, 3:45pm
24 Leapfrog Green

- ❖ Call Meeting to Order: Call the meeting to order at 3:57 pm. The following members were in attendance. Michael Mosher, Dave Rossi, Courtney Kenady. Deb Drayton & David Oneil were unable to attend. Jennifer McAtamney was also present.
- ❖ Approval of BOD Minutes for April Meeting
 - M/S/P: Dave/Mosh – 3-0
- ❖ Old Business:
 - Hot Issues: Bus stop & Community Building Out Reach
 - How to reach out: Mosh will provide the materials and send to the board to vet; once approved Jennifer will put it on the website. For local outreach Ben Brewer has offered to help Mosh with the neighborhood. They would like to start this as soon as possible.
 - Email and Google Groups –
 - Get Courtney and Deb up and running with those new addresses. Dave will come and work with Courtney to get her set up. Mosh help Deb to get set up. This will include setting up new email addresses from our domain @wellingtonneighborhood.org and also having them in google groups.
 - Rodeo Dr Improvements – update on process and plans:
 - Next meeting is tomorrow at 4:00 pm. David will be present for that meeting. The format is an open house.
 - New Committees:
 - Guidelines for committees and updates on that.
 - ◆ Just a reminder that for our newly formed committee we need updates provided on the record or minutes from each meeting. They do not need to be particularly formal but do need to document any action the committee takes or recommends.
- ❖ New Business
 - Finance
 - Approve bills and sign checks: Mosh signed.
 - Review & approve finance budget to actual
 - Hot Issues:
 - Irrigation Bills from last year:
 - We would like some improvement for the billing. Including more specific reports on time and location and monthly billing. Once we have reports on what is causing the damage, calls for sprinklers to be turned off etc we can examine it to see if we can refine this and create policy for managing how we handle any specific homeowner request or damages.
 - We also want to note that we recently received bills from last seasons from Thetford. These invoices were not paid last year are now under consideration for payment. This will clearly affect our 2013 budget. The rain sensor invoice should be coming out of our reserves as this is a capital expense. The remaining invoices will be paid through our operating budget and an exception will be noted that this was not a 2013 expense.
 - Records Policy – how should it evolve: This is under Mosh and our rules committee. The goal is to review current rules and regs, decs and state regs. From there we will refine, add and clarify any pieces that we think are unclear . Once that work is complete the committee

will present to the board subsequently to the neighborhood for adoption. One aspect that we know we want to add to our current set are policies on rentals.

- Set date and Time for board walk through: June 20th from 9:00 – til done!
- Meeting with new DRC Board – Monday evenings would be best. Jennifer will reach out to find a time that works for the group.
- Regulations and rules pertaining to pet ownership by renters, limits on roommates per house, and also in regards to communication with renters (via homeowners). This will be addressed as part of the rules committee.
- Review of Site Inspection Doc & determine action items – see below – we are going to bring this along on our walk through to look at things in person.
- Gold Rush Run: Wednesday, June 19th at 5:00pm. It is looping through the neighborhood.
- Dave & Brenda's request to change their color Tobacco Road and Burberry Beige. – Approved unanimously.

❖ Final Board Comments: None

❖ Meeting Adjournment:

- M/S/P: Courtney/Mosh – 3-4

Wellington Site Inspection.

5/31/13

1. Paradise Green
 - New, still under construction
 - Still needs cobble stone around parking lot
 - The 'E' is broken on the name sign
 - Weed barrier fabric is showing through the mulch in areas
 - Needs water on new sod – not looking great
 2. Leapfrog Green
 - Weeds in rocks around parking lot areas
 - Cytospora on aspens
 - Bare patches in mulch areas
 - Broken wire from stake to one aspen
 3. Walker Green
 - Stake wires are really loose on aspens
 - Fabric showing through mulch
 - One small pine tree is dying
 - Sod is dying/died due to lack of water, needs replacing
 4. Raindrop Green
 - Looks better than last year
 - Good
 5. Madeline Green
 - The shrubs need trimming and shaping, getting long and scraggly
 - Otherwise good
 6. Meadow Lark Green
 - Really bad Cytospora on aspens, recommend pruning of infected limbs
 - Grass is encroaching into garden beds, needs regular weeding of beds
 7. Dragonfly Green
 - The 'L' is missing in the green name
 - Irrigation pipe is showing through mulch
 - Back area by road needs cleaning up, pruning. Replace or remove busted wood tree stakes
 8. Impatient Green
 - Needs new woodchips/mulch
 - Weed barrier fabric showing thru mulch
 - Trees need re-straightening
 - Signs of Cytospora
 - Irrigation pipes showing through mulch
 - Lots of grass in beds ,weeding is needed
 - Gravel needs new layer or replacing
-

9. Silver Green

- Stone areas need to be blown-out, lots of leaves
- The latch on the gate is broken
- Shrubs need to be pruned and shaped, very overgrown
- Uncover irrigation box lid
- Irrigation heads need to be 'reset'
- Irrigation pipe and fabric showing thru mulch areas
- Lots of weeds in beds – they need more woodchips

10. Willow Green

- Stone areas need cleaning-up
- The gate latch is busted
- Dead aspen limb needs to be removed. Marked with red tape
- New layer of mulch needed to fill in bare spots
- Irrigation pipe showing in areas
- Lots of weeds present in beds
- Shrubs need pruning and shaping, very overgrown

11. Huckleberry Green

- Lots of fall leaves
- Gate is broken – hinges need to be reset
- Perennials need deadheading. Lots of dead stalks from last season
- Large aspen limbs needs to be removed – infected. Marked with red tape

12. Summer Green

- Perennials need deadheading. Lots of dead stalks from last season
- Pipe showing
- Signs of Cytospora
- Five aspen limbs need to be removed (really bad) in various areas – marked with red tape
- Garden edging needs to be re-buried
- Grass is all throughout the shrubs and the centers of the shrubs need to be weeded-out
- The back area from gate to road has a pathway that needs new gravel stone and the track needs to be sprayed regularly to re-define the gravel path

13. Central Park

- Aspen need pruning – cytospora
- There is a sick/dead spruce tree that needs removal or fertilizer and regular water
- The tree beds and badly overgrown, needs new layer of woodchips
- Some damaged sod
- The 'natural' area of central park on the left needs to be trimmed/weed-whacked before the wildflowers come up and make it impossible to trim

14. Cedar Green 1

- Needs new gravel by parking areas
- Needs new mulch

- Shrubs need pruning
 - Encroaching grass in beds
 - Fabric showing thru mulch, bad
 - Signs of Cytospora
 - 1 infected limb needs removing, marked with red tape
 - Grass is growing over stepping stones – cut back
15. Cedar Green 2
- Remove stump and small infected tree limb, marked with red tape
 - One of the spruce trees is very yellow – usually a sign of a lack of nutrients, mainly nitrogen
 - Encroaching grass in beds, has come over edging

NOTE:

- If you ever need more woodchips we can get it for free in bulk from tree companies that have to pay for it to go to the dump
- The Cytospora fungal disease is becoming an issue with your aspen trees. Regular pruning of infected branches and limbs is recommended to keep it under control. Tools need to be sprayed with Lysol after use.
- All the shrubs need to be trimmed and shaped at least once a season to stop them getting long and scraggly looking. When the tips of the branches are cut off the shrubs will grow out from the center creating a 'full' and shaped look. They are getting really bad in a couple of greens.
- The trees that still have stakes and straps around them need to be checked a couple times per year to make sure the straps are not 'strangling' the trees. It is commonly forgot about because it is not an issue for a number of years after the trees are installed.

Board of Directors Meeting

April 3, 1:30 pm

24 Leapfrog Green

- ❖ *Call Meeting to Order: Meeting was called to order at 1:35 pm. The following members were in attendance: Michael Mosher, Dave Rossi, Deb Drayton, Courtney Kenady & Jennifer McAtamney.*
- ❖ *Approval of BOD Minutes for February Meeting*
 - *M/S/P: Mosh/David – 4-0*
- ❖ *Finance*
 - *Approve bills and sign checks: approved and signed.*
 - *Review & approve finance budget to actual*
 - *Jennifer will correct the budget to fix the transposed snow removal numbers.*
 - *M/S/P: Dave/Courtney – 4-0*
- ❖ *HOA Hot Issues:*
 - *Faulkner Permit with the forest service how to proceed.*
 - *We will share info with the neighborhood as it becomes available. The HOA board can take a stance with any public comment etc... Tabled until we hear more.*
 - *Poop Loop – People are now leaving bags at the stations on open space.*
 - *Send out a notice with the next email.*
 - *Bus stop & Community Building Out Reach*
 - *How to reach out = we are considering using posters at the ends of the alleys and email and evites blasts to direct people to the website to review it. Mosh will provide the materials; Jennifer will put it on the website.*
 - *Nick Truitt - DRC Issue with the window that was installed. This window has been replaced with the original vent. We believe this issue is now closed.*
 - *Rodeo Dr Improvements:*
 - *Courtney passed out the summary she has assembled for the board to review.*
 - *We are going make a new page on the website called hot topics and will put this up on that page. This page can also be used for Community Building and bus stop concepts.*
 - *Committee Recruitment: Finance, Rules and Regs and two members for the DRC.*
 - *We have two members who have already stepped up on this.*
 - *Dave is happy to head up the bidding committee.*
 - *Mosh and Jen will work on the rules committee.*
 - *Email and Google Groups – See Dave’s post to google groups*
 - *New addresses for all officers will be set up and we will still use Google Groups.*
 - *We will also set up an alias and put it on the website.*
 - *HOA computer –*
 - *Let’s move to an automated. Iback up with an automated back-up, Amazon has a new back up cloud as well.*
 - *Meeting Minutes: We will switch to old business vs. new business.*
- ❖ *Enforcement Issues:*
 - *89 Midnight Sun – tires in the parking pad.*
 - *BWS: Trailer in parking pad.*
- ❖ *Budget Decisions:*
 - *Landscaping Contracts for Summer Season – going out to bid and scope of services*
 - *Jen will send Dave the landscaping schedule and matrix that we used last year.*
- ❖ *Policy Decisions:*
 - *Plan for creating new enforcement procedures*

- *Mosh & Jennifer will work on this using the rules and decs as a foundation and work with a committee over the summer. We will present to the board, have legal review and finally present at Oct meeting for Adoption in March of 2014. Tabled until presented again*
- *Final Board Comments:*
- ❖ *Meeting Adjournment:*
 - *M/S/P: Dave/Courtney 3:26 pm*

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