

# WHISPERING LAKE TOWNHOME

## BOARD MEETING MINUTES

MONDAY, JUNE 2, 2008

Board Members Present: Toni Winninger, Ray Reilly, Nancy Davey, Jackie Petit, Diane Pagoulatos

Homeowners Present : Five (5)

Management in Attendance: Debbie Nissen

The meeting was called to order at 7:05 p.m. and a quorum was established. The March 24, 2008 minutes were approved.

Financials: Debbie explained that Veolia bills us weekly \$14.43 and adds \$1.00 for paper billing. We pay a surcharge for fuel of \$13.30 . We had a plumbing bill of \$239 to replace a spigat on Unit # 13360 from Arrow Plumbing. There was a roof leak repair to Unit#13361 by Prate Roofing costing \$375.00. Prate was also called to repair shingles torn off due to storm damage. Total charge was \$975. The financials were approved .

Pending Business: The Spring/Summer inspection report was discussed. Debbie and Diane inspected the fronts of the units on Thursday May 29, 2008 . All buildings were inspected except Buildings 1-4 which will be inspected in the middle of June. That report will be prepared for the next meeting. The report for Buildings 5-16 is complete. The findings included the following recommendations: power wash all units, caulk the half-moon windows of the Mallard and Drake units, paint the garage door trims, replace or paint the pillar posts, repair broken stoops and cracked sidewalks and front walkways, clean stained dryvits, replace rusted address numbers with new ones, address landscaping issues to the Umbrella Association. Contact owners to remove dead bushes in front garden areas, and contact owners to repair bent or dented garage door panels, and broken windows and screens. The inspection revealed the need to deal with the soil erosion of the end units. Recommendations included shrubbery added to the end units. The plan is to inspect the back of the units, decks, siding , window wells, and also those units with patios. This will take place in July.

The President commented that it has been 8 years since the windows on the fronts of the units were caulked. Aluminum stripping was placed around the windows. The staining on the windows may be a chemical reaction. We need to determine if there is deterioration of the caulking material. At this point we do not know for sure. She made a suggestion to contact the previous vendor who will evaluate the present state of the windows. She also recommended not to power washing the units until we seek further advice as to the state of the windows.

The garage door repairs were discussed . The owners of the damaged garage doors must come into compliance. The owners will receive notices to repair the garage doors and a time limit will be established to do the repairs. A letter will go out referring the owner to the vendor that Berkson will recommend and a day set up to repair all the doors at once. Owners may choose for Berkson to handle the repairs for a \$50.00 administrative fee for this service. Previous house inspections (summer of 2006) will be reviewed. The garage doors are the owners' responsibility. If the owner disagrees with the findings of the inspection committee, they may petition the board and the board will review it.

Debbie will compose a letter to the homeowner explaining the procedures for repairs, and options available to the homeowner.

The decision was reached to go ahead with bids to paint the pillar posts ,brick molds (garage door trim) and the front door trims for 84 units. The repairs will be taken from the Maintenance Budget. Due to the immediacy of these projects, the Board agreed to meet in June (30th) and discussed meeting throughout the summer instead of the bi-monthly scheduled meetings.

The sump pump lines project, Fiore gave us a count and time frame of July to bury the sump pump lines . Buildings #13,14,15, 16 are due to be done. Discussion ensued that Building #13 does not need to be done. Completed buildings are # 7,8,9,10,11 and 12. Suggestion was made to get another bid or see if the schedule could be moved up. Brad Petit commented that he looked at the South side of the property with Brickman and inspected the land erosion issue , and how the lines can be buried. All lines can be run into the central line .

New Business:Purchase of hose reels and extra shrubbery for the end units was discussed and could not be purchased at this time due to budget constraints.

Homeowners are to receive the latest Rules and Regulations. Homeowners are to pay special attention to seasonal topics such as landscaping regulations, grills and grilling, patio installations, malibu lighting, and deck garden approvals.

Homeowners Session: Letter was received for homeowner Unit #13321 asking for reimbursement for expenses incurred from a frozen sump pump line. Homeowner stated that the sump pump line had been buried in summer of 2007 . The homeowner stated that the sump line had not been buried deep enough causing the pipe to freeze and leak in the winter 2007. The Board requested that the owner supply the Board with more information as to who buried the sump line. Debbie was to call the owner.

Unit owner at 13265 has a foundation crack and wishes the Board to repair it.She will have her attorney contact the Association attorney Mr. John Bickley who will discuss the matter. Debbie will provide the homeowner with the necessary information. Homeowner has already written letter and phoned the Management and the President on this issue. The incident took place last April.

Task -List follows with the Board's plan of action:  
The next meeting will be Monday June 30, 2008.  
Adjournment: The meeting was adjourned at 8:40 p.m.

Respectfully submitted,  
Diane F. Pagoulatos