

Sterling Woods II
Master Board Meeting – Open Session
Draft of the Minutes – July 21st, 2010

Call to order and establish a quorum – George Holland called the meeting to order at 7:30 PM. Present were George Holland, President (President of the Summit); Steve Andrewson, Vice President (President of the Willows); Stan Kishner, Treasurer (President of the Birches); Joe Wielock, Secretary (President of the Maples); Andrew Taylor, Director (President of the Oaks) and Mike Palica, Director (President of the Elms).

Kim Murray attended on behalf of REI Property and Asset Management.

Request of owner(s) to speak –

There were no requests.

Ratification of the minutes –

Joe Wielock made a motion to ratify the minutes from the June 16th Master Board Meeting Open Session. Steve Andrewson seconded the motion. Without objection, the meeting minutes were approved.

Treasurer's Report – reported by Stan Kishner

In June, the Association had \$132K of expenses. Income was \$97K for a monthly net operating loss of \$35K. The major expenses of the month were for lawn and shrub maintenance, the water and sewer bill and general maintenance. General maintenance was \$29K, much larger than usual, and included emergency work on deck support posts in the Willows and the repair or replacement of several deck privacy walls. For the year so far, we have an operating gain of \$35K. The reserve fund has a surplus of \$105K. Total reserves are \$1.35M. Total assets are \$1.53M.

No units were sold in June. We expect two Chestnuts to be sold in July.

Landscaping Committee Report – Carole Torro, Chairwoman of the Landscaping Committee

Pruning is complete. There were some issues as to whether cutting was sufficient. Spring pruning is usually not that aggressive but fall pruning is and contractually that will take place by September 30th.

Site mowing has been very sparse due to the lack of rain. Regular schedule will resume as growth dictates. Street sweeping will take place on July 23.

An application of liquid insect control was applied to all ornamental beds as well as an application of broad leaf weed control to the turf. The next application will be for control of post emergent crabgrass and nut-sedge and this will be spot sprayed as needed. This will take place on July 28.

A total of 9 trees were replaced in the 80/20 zone. Irrigation installation will begin on July 23. Work will take approximately 3 days to complete.

Due to severe drought, Bartlett has installed alligator bags to trees newly planted and those that are showing signs of stress.

The second monitor inspection/treatment for spider mites, Japanese beetles and scale was completed in late June. Annual trimming of evergreens (pines and spruces) is scheduled for July.

George Holland thanked Carole for her report and the other members of the MLC for their efforts.

Maintenance Committee Report – George Torro, Chairman Maintenance Committee

Al Koretsky reported that pool water quality is greatly improved. REI will confirm with Nejame that they understand that they are to vacuum the pool on Tuesdays if it is needed.

Twenty Seven fire hydrants have been painted yellow as required by the City of Danbury. REI will notify the Danbury Fire Department that we have completed this effort. REI will let the Fire Department know that we are separate from SWI.

The Board approved the proposal from Do It Right Glass and Door Company to caulk the cracks on the landings of four units. Then a top coat will be added to the landings. Since the landing will not match the other steps, we will ask them to top coat the steps of one Unit and see the results and/or look at the results of some prior work on the property.

The Board approved the proposal from LoStocco to repair the top handrails on various units throughout the community subject to verifying what material they will use for the repairs.

REI received three bids to paint the handrails throughout the community over a two-year period. D.B. Osborne was the lowest bidder by a significant amount of money. The Board has asked that REI get references for this vendor.

REI received a proposal from Complete Excavation for concrete repairs throughout the community. We were happy with the work they did in the community in 2009. REI will get two other proposals for this work since the amount of the proposal is over \$5K.

REI received proposals from Bouchard Construction for road repairs, driveway repairs and catch basin repairs. The MMC is going to inspect all catch basins to determine which ones need immediate repair/replacement. Stan Kishner, Mike Palica, George

Torro are going to inspect the driveways to see which ones need immediate repair/replacement.

A meeting will be set up with Steve Dunn, the MMC, the Master Board and REI to discuss the direction we are taking with the roadways, driveways and catch basins.

George Holland thanked George for his report.

Management Report –

REI will follow up with Harry Shaker to see when he plans on painting certain rooms in the clubhouse.

REI provided the Board with a proposal from Katz Contracting to refurbish the pool arbor. The cost of his proposal was close to \$28K. Al Koretsky and George Torro will meet to discuss the best way to replace the top of the pool arbor with material that will not have to be painted every one to two years.

REI will respond to the Unit Owner at 1506 Cypress who requested additional dumbbells for the fitness center. REI solicited comments from all unit Owners in the June 28 newsletter. There was not enough interest shown by the community to purchase additional dumbbells.

Old/New Business –

REI received feedback regarding the proposed rules changes (Article VI, Section 6.3 and 6.4). Based on the comments, the Board approved further changes to these rules. After Board approval, there is a requirement of notice to all residents and a thirty day comment period. REI will send out the proposed rule changes in the next newsletter and will post them on the bulletin board in the clubhouse. After the notice and comment requirement is met, REI will send all residents updated rule pages. No comments were received regarding Article VI, Section 6.9. The new version of this rule will be sent out once Article VI, Section 6.3 and 6.4 meet the 30 day comment period.

REI will include a copy of the Summer Social flyer in the next newsletter.

REI will remind all residents in the next newsletter that no on-street parking is permitted. There have been some residents parking on the road while using the pool. This is not allowed.

The Board reviewed the e-mail from a Unit Owner on Bradford Drive suggesting we not allow garbage to be left out the night before pickup because this could attract bears. REI will respond to this Unit Owner stating the rule will not be changed at this time. There haven't been any more reports of bear sightings at this time.

The Board reviewed the e-mail from the Unit Owner at 1802 Bradford suggesting we purchase some tables, chairs and umbrellas for the pool areas. REI will respond to this Unit Owner thanking them for their suggestions. We will be looking into this suggestion but nothing will happen this year.

REI will remind all residents in the next newsletter that no food or toys are allowed in the pool area. REI will also in mention in the newsletter that some residents have been seen cleaning off their shoes in the pool which makes the pool water dirty. REI will ask residents to refrain from doing this.

Stan Kishner made a motion to adjourn. Andrew Taylor seconded the motion. All present voted in favor of the motion.