

Sterling Woods II – The Elms Village
Minutes of the Annual Meeting
October 21, 2025

The meeting was called to order by Village President Maureen Dunkerton at 7:00 p.m.

Board Members Present:

Maureen Dunkerton: President
Lisa Silva: Vice President
Maureen Edwards: Treasurer
Rachel Jones: Director
Rose Paonessa: Director

Sign In:

There were 10 unit owners present. Two proxies were received.

Proof of notice of meeting:

All unit owners received notice of the meeting on September 29, 2025

Reading of Minutes From Last Year:

A motion was made to approve the minutes of the October 16, 2024 meeting and to waive the reading of the minutes.

Reports of Officers:

Presidents report: Maureen Dunkerton explained the purpose of the village meeting:

~ to elect the seat Vice President

~ to elect the Elms representative for the Master Board

Maureen stated the following:

* That the Master Board continues to meet in person and by teleconference every 3 Wednesday at 6:00 p.m.

* The pool stayed open until the end of September.

* Power washing and deck staining were completed in the Elms this summer.

* Trees were cut back from the roofs and decks behind the units on the right side of Bradford Drive.

* There was a sewage break in the 1701 unit. There was damage to the unit. The repairs to the pipe outside the unit were completed.

* Stoop replacement continues in the complex. We have had more stoops replaced this summer.

* There was a problem with Lantern Flies in the complex especially at the end of Revere Road. Thirty trees of heaven were removed because the Lantern Flies are attracted to them. They lay their eggs on them and eventually the tree will die.

Vice President report: Lisa Silva had nothing to report.

Treasurer report: Maureen Edwards reported that the treasurers committee has been meeting and discussing the annual budget. Their recommendations will be presented to the board.

Reports from Committees:

Landscape: Maureen Dunkerton reported the committee meets every two weeks with our vendors from March through November. Dead shrubs were removed and replaced. She stated that no unit owner is allowed to remove any shrubs by their unit that were planted by the association. Also, all unit owners must get approval from the board before planting any shrubs. Shrubs have been removed by our landscaper when approval was not obtained by the board.

She reported that the complex was put on an irrigation restriction last spring which is indefinite. The irrigation was only allowed to run 2x's a week for 20 minutes. The board and the chairperson of the L/C met with the mayor and his team to discuss our concerns with the restrictions.

Maintenance: Maureen Edwards reported that concrete and caulking work has been done. Several stoops have been replaced on Townhouses in the community.

Elections of the inspectors of Elections:

Maureen discussed that there was no need to vote being there were no contested positions on the Master Board.

Elections of Vice President and Master Board Representative:

A motion was made and passed to re-elect Lisa Silva as Vice President of the Elms.

Maureen Dunkerton was nominated and unanimously approved to represent the Elms on the Master Board.

Old Business:

None at the present time.

New Business:

- *Gutters will be cleaned when the leaves have fallen.
- * The Bradford Pear Trees on the left side of Bradford will be trimmed this winter.
- * Reminder that building permits must be obtained before doing any remodeling, plumbing, electrical or HVAC work.
- *Budget information will be given at the Nov. 12, 2025 meeting and a presentation will be given at the Dec. 3, 2025. Unit owners at this meeting will vote on the budget.
- * The service road off of Revere and down to Nabby will be getting paved next month.

Concerns:

There is a concern of an oversized van parking in the visitors' parking on Bradford.
There is also a concern that the visitors' parking by the garden on Bradford is very dark at night.
It was asked if lighting could be installed.

A motion to adjourn was made and seconded and approved at 7:56 p.m.