Summit Village Annual Unit Owners' Meeting

November 5, 2025

Unit Owners in attendance: Andrew Bayer (Village President); Margaret Unfried (Village Vice-President); George Holland (Village Treasurer), Sharon Graves (Village Secretary), Maddy DiMaula (unit 1204), Mary Ann DiTullio (unit 2105), and Mary Ann Hinckley (unit 1801). These 7 attendees represent 7 village units. Proxies were submitted by the following unit owners: Jonathan Arter, Patricia and Ed DeBellis.

1. The sign-in process commenced at 6:50 p.m. Seven unit owners were in attendance. In addition, proxies were submitted by the following unit owners: Jonathan Arter and Ed & Pat DeBellis.

2. Village President Andrew Bayer called the meeting to order at 7:00 p.m. Proof of notice of meeting was confirmed by those present who were in receipt of either snail mail, e-mail or posted notice.

3. Andrew Bayer made a motion to suspend the reading of the last Summit Village Annual Unit Owners' Meeting from November 7th, 2024 since all had received them with the meeting notice distributed by the property manager. Margaret Unfried seconded the motion. Without objection, the meeting minutes from the November 7th, 2024 Summit Village Annual Unit Owners' Meeting were accepted and approved

4. Andrew Bayer stated that the primary purposes of the village's annual meeting were: a) to elect director(s) to fill current openings on the village board (The terms of George Holland, and Andrew Bayer are expiring. In addition, there is an open seat on the village Board resulting from former Director Tom Roode who moved out west last year and no longer resides in Sterling Woods). b) to elect the Village Board's Officers (President, Vice-President, Secretary and Treasurer) c) to elect the Summit Village's representative to the Master Board and d) to provide Summit Village unit owners the opportunity to ask questions and discuss issues impacting both the village and larger community.

5. Andrew Bayer reviewed with those present the governance structure of the village (including the responsibilities of each village director) as well as the governance and committee structure of the larger Sterling Woods II community (current larger community-wide committees include: Landscaping, Maintenance, Hearing, Treasurers, Pool, Clubhouse Refresh and an ad-hoc social committee). In addition, there are important sub-committees related to upcoming major reserve projects: stoop replacement; roof, and deck replacements. He then reviewed the major accomplishments of the larger community during the last year which included: continued oversight of the roof replacement project on Pinnacle Way; responding to and managing an unplanned for stoop replacement project; painting of the speed bumps and parking lines throughout the community; conducting a successful community-wide vaccination program in which 35 vaccines were administered; moving the monthly Master Board meeting time to 6:30 pm (Vs. 7:00 pm); hosting a meeting with local leadership within Danbury to request an exemption to the prohibition against watering our plantings; creating a paved passageway between Bradford and Revere Roads; continued investigation of the costs involved in a refresh of the Platinum Clubhouse. In addition, Andrew stated that the access road off of Revere Road will be repaved due to its very poor (and dangerous) condition. He noted that discussions are underway with Eversource regarding their interest in moving their gas pumping station to higher ground which would be (potentially) on our property adjacent to the access road. There is the potential that this easement we grant Eversource could result in unanticipated income of $75,000, which is a far cry from the $20,000 they originally offered the Association. Finally, we anticipate the forthcoming activities:

gutter cleaning at post leaf drop and an additional dumpster day for Christmas tree disposal.

6. As current vice-president, Margaret Unfried reported on the activity of the Community's Hearing Committee (on which she sits as our village's representative). There was just one hearing conducted between the last Village Annual Meeting and this evening. Without going into the specifics of each case (which we are not permitted to do), the hearing theme centered around compliance with a rule related to our maintenance standards.

7. George Holland, the village's treasurer who represents our village on the Community's Treasurers committee, reviewed the budget development process for those unfamiliar with it in addition to clarifying how SW I and SW II split expenses on certain expenses. The 2026 Budget will be presented by the Treasurers committee and approved by the Master Board at its next meeting. It will then be presented to all unit owners at the Annual Meeting in December. Next, he reported on the status of the 2025 budget. He reminded us that 2024 was not a good year for the operating budget due to the fallout from the unprecedented increase in our Insurance Premium (almost double the amount of the then current premium) which impacted the 2023 budget dramatically. The good news is that we have not had any claim submissions to our carriers which means that we are now establishing a positive history on which they will base future premiums. Moreover, while insurance premiums, in general, have been increasing dramatically for everyone, it appears as though our premiums will decrease in the coming year. Maintenance expenses are under budget and we have not had to impose any assessments nor do we anticipate the need for them. The largest part of our budget is the contribution from our operating budget to our reserves which enables us to address capital needs without assessments. Upcoming major projects include deck replacement (which we are able to keep postponing), road repaving (maybe 5 years out) and the big one (siding and windows another 10+ years out). It is likely that the Treasurers Committee will recommend an increase of between 4-5% in our HOA charges as we need to keep in mind that costs are increasing at a rate of between 4-5% per year. George ended by stating that any surplus at the end of a budget year should be added to our reserves to help defray the costs of upcoming projects.

8. A motion was made (and passed) to waive the need for an Inspector of Elections since it appeared that the number of nominees for Village Board openings did not exceed the number of vacancies on the Village Board.

9. Election to the Village Board of Directors – Andrew Bayer, George Holland, and Mary Ann Hinckley were nominated and re-elected to the Village Board of Directors and will each fill two-year terms.

10. Andrew Bayer was nominated and elected to serve as Village Board President, as well as the Village's representative to the Master Board; Margaret Unfried was nominated and elected to serve as Vice President of the Summit Village and its representative to the community's Hearing Committee; George Holland was nominated and elected to serve as the Village's Treasurer and village representative to the community's Treasurers Committee. Sharon Graves was nominated and elected to serve as the Village's Secretary. Mary Ann Hinckley will serve as a director "at large".

11. There were no "unfinished business" items from last year's annual village meeting.

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12. New Business items included the following: a) Feedback was sought on the conversion of 2 visitor spaces to overflow spaces within the village. Attendees saw no negative impact from the loss of visitor spaces. However, parking remains a problem within the Summit. It appears as though overflow spaces are being routinely occupied by owners. Those present were reminded to use their phones, take pictures and complete a violation form with Kim b) Feedback was also sought on the roof replacement project in the village. Attendees were very pleased and impressed with Richie's Roofing….his crews' efficient team work, neatness, communication and availability. One concern raised was the condition of some grassed areas that are now barren because supplies/ debris was placed on the grass and covered over a long period of time.

13. Open Communication from attendees included stating concerns or seeking information on the following: a) attendees noted the condition of the mailboxes is deteriorating and they are looking worn. Andrew said that he would bring it to the Board's attention and get a plan together to begin refurbishing them especially since their roofs were recently replaced during the roof work throughout the village b) meter and electrical boxes are more clearly visible and not fitting in with our former appearance. Can plantings be used to obscure them so they are not such an eyesore? c) the Board is attempting to develop a surveillance camera policy that will create some consistent appearance throughout the community especially as more and more owners have begun to install them. Attendees presented their thoughts d) it was suggested that we try to hold some summer gathering in our village like the Birches Village does d) regarding the frequency of village meetings, it was determined that village meetings need only be held once annually unless the president feels there is a need to call everyone together.

14. A motion to adjourn was made by George Holland and seconded by Margaret Unfried. The meeting was adjourned at 8:24 pm.