

**Winslow Farm Community Association, Inc.**  
**Board of Directors Meeting**  
Tuesday, July 24, 2018  
6:00-7:30 PM  
Capital Realty Inc.-Conference Room

**MEETING MINUTES**

**Board Members Present:** Sandy Martin, Charles Steele, Amy Stupka, Gary Wiggins

**Guests:** Lynn Struve, Beckie Owens, Ted Boardman

**Property Manager:** Carole Damon, Capital Realty, Inc.

**I. Meeting Called to Order** at 6:09 p.m. by Gary Wiggins

**II. Homeowners Comments:**

Lynn Struve-wants board to know that landscape "crown" over pond 1 concrete culvert cover is overgrown and in need weeding. Board responded by explaining that former resident planted this area without authorization and personally maintained them. Carole to follow up with Lester to notify of history and current options. Also, Lynn conveyed suggestion of resident re: need for speed abatement in neighborhood. Lynn plans to contact the police to increase monitoring of area during heavy traffic time periods. Discussed suggestions to have additional stop signs installed. Lynn to notify the resident regarding on-line sign application through the city. Lynn reports unfavorable past resident response to suggestions for speed bump installation.

Ted Boardman-expressing concern regarding residents' lack of maintenance of branches above sidewalks. Old Mill houses along Highland are the most problematic. Residents are responsible for trimming trees above sidewalks, and the city needs to be called to enforce this policy.

**III. Consent Agenda**

a) **Minutes:**

**Motion-**Sandy                      **Second-** Charles      **Passes**

b) **Financial Report:**

**Motion-** Amy                      **Second-**Sandy      **Passes**

**IV. Task Registry:**

a) Wooden Walkways: Complete

b) Neighborhood Map: Complete

c) Website Maintenance: Ongoing. Upcoming social event to be highlighted on website when details are confirmed.

d) Street Signs: Only 6 signs (not 11 as previously thought) need to be replaced. Board decided unanimously to install standard metal with green blades chosen to match existing signs.

e) Concrete Repair Sweetbriar: Pending street sign budget to be finalized soon.

f) Newsletter: Complete

g) Neighborhood Social: details of event and advertisement finalized. Time 2:00-5:00, with rain date Sunday 8/5. Permits accepted, drivers needed in case people need transportation, resident to be approached regarding access to electricity to eliminate unnecessary noise of generator for bounce house. Prep of gazebo and landscaping to be ordered by Carole. Chocolate Moose to have ice cream cart and arranging for food truck. It was noted that at least some of the residents of Moss Creek Village are not receiving mass e-mail mailings from their management company, Hallmark Rentals. Laura Parrish at Hallmark handles the MCV mailings. Patrick Murphy, president of the Moss Creek Homeowners Association can see that messages are sent to the Moss Creek homeowners.

#### **V. Unfinished Business:**

a) None

#### **VI. New Business:**

a) None

#### **IX. Exterior Alterations Request**

a) None

#### **X. Neighborhood Committee reports: None**

XI. **Ponds:** Committee will meet with Caleb (Davey Group) again and discuss resident questions and completion of maintenance plan. Maintenance of plants and grass surrounding ponds discussed. Davey report needs to include plan for this item. Pond committee to follow up with Moss Creek and Moss Creek Village board and begin annual meeting with landscape crew consistent with final master maintenance. Ted has contacted Caleb from Davey regarding considering another company (SoilandWater.com., Steve Chapin) regarding alternate, possibly less expensive, dredging procedure. Still waiting for response from Caleb regarding this item. Sandy reports positive reports from residents regarding progress on pond upkeep and appearance. Electrical line replacement still pending. We will request that Davey Group contact government agencies regarding pond plan authorization. Time of the essence in expediting finalization of pond maintenance plan with Davey Group to present at the annual WFCA meeting in October.

Pond Committee will meet 5:30 8/14 prior to next board meeting.

**Adjourn:** Motion to adjourn at 7:30. **Motion-Sandy Second-Gary Passed**