

**Oronoque Village Condominium Association
Board of Directors Meeting
Tuesday, November 15, 2016 7:00 p.m.
600 North Trail, Stratford, Connecticut**

The meeting of the Oronoque Village Condominium Association (OVCA) was called to order by President Bob Grosso at 7:00 p.m.

Open Forum: Loretta Sills of 551 B North Trail asked that an eblast be issued both when the North Trail Gate is opened and when it is closed. She also requested that directional arrows or some similar indicator be installed at the road way leading to the drop off area at the North Clubhouse and in the parking lot so that drivers clearly know where to enter and exit those areas. Bob Grosso acknowledged the need for this clarification.

Nancy Blagys, the OVCA liaison with the Oronoque Country Club, provided an update on changes that have occurred at OCC. Mr. Greg Lauzier has returned as manager of the club and is actively working to improve communications with Oronoque Village. Village residents can have a social membership at the club, which allows an individual to charge expenses and residents can also be on the clubs' email list which provides information about planned activities. There are a number of dining programs available which residents can enjoy.

The Secretary, Lee Schlafer, called the roll.

Present:

Officers:

President Bob Grosso
Vice President Cheryl Dwyer
Treasurer Bob Romatzick
Secretary Lee Schlafer

District Representatives:

District 1	Larry Hartley
District 2	Connie Shaw
District 3	Mike Hill Alt.
District 4	Jackie Freeman
District 5	Dick Steinfeld
District 6	Jerry Brown
District 7	Joanne Sutphen
District 8	Judy Waldeyer
District 9	Dima Thompson
District 10	Mary Haynes Alt.
District 11	Barbara Minoff

Also present, Executive Directors John Staley and John Izzo

The minutes of October 13, 2016 and October 18, 2016 were approved as presented.

In the **President's Report**, Bob Grosso said information on both the Solar Panels and FHA situations would be provided in the Executive Director's comments. He commented on the work being undertaken by the Human Resources Committee to prepare job descriptions for all maintenance and administrative positions, including the Executive Director position. An evaluation tool for the Executive Director is also being developed to be used by the OVCA Board and the Human Resources Committee as part of the annual evaluation process. It was noted that the Executive Director transition process is going smoothly.

President Grosso noted that there is an issue with speeding in the Village caused both by outside people and residents. We need to slow down and observe the speed limits. The Stratford Police Department has been asked to set up some digital display speed boards both on Oronoque Road and within the Village.

The resident view of the Oronoque website has been finalized with the contractor, 3Prime, and the website should be operational by year end.

Residents are reminded of two events: January 8, 2017 is the retirement celebration for John Staley. Plans for that occasion will be forthcoming shortly in *The Villager* and residents should be aware that they will need to RSVP. Also, the deadline for contributing to the Employee Giving Fund is December 15, 2016 and all residents' participation is greatly appreciated.

President Grosso thanked the OVCA Board, current and previous, for their efforts during the past year. He personally extended best wishes to everyone for a healthy, happy holiday season.

The Treasurer's Report for the period ending October 31, 2016 was read by Treasurer Robert Romatzick and was accepted. (See attached)

The Executive Director, John Staley reported the following: 1) the unit owner of 318B Navajo, signed a document saying the aunt will be living in the unit. The document was notarized. This will finalize that issue; 2) he has been working with John Izzo reviewing all current projects and helping him to become involved in the budget process. The Executive Director, John Izzo reported the following: 1) Wiring on the Solar Panels has been completed and they should be activated by mid-December; 2) A pre-employment drug screening program has been established for new hires; 3) He has met with all of the District Representatives which was very valuable time spent; 4) a snow removal plan has been established and every effort will be made to clear walk ways recognizing that roads and driveways are the first priority; 5) an OSHA and work safety program are being developed as is an employee uniform program; 6) an inspection of the South Clubhouse floor and carpet is being scheduled with the general contractor; 7) a second proposal for additional microphones should be available shortly so that a decision on that purchase can be made; 8) a report to FEMA on the flood zones will be submitted soon and it will be a few weeks before the village is advised of their decision; 9) efforts are being made to improve Wi-Fi at the South Clubhouse; 10) the leaf removal process is ahead of schedule and should be done by mid-December.

Standing Committees:

The Maintenance Committee report was given by David Schmitt who said the Maintenance Committee had met on Nov. 14, 2016. There were 213 requests for lawn maintenance of which 83 had been completed. The remaining requests are on hold pending the leaf removal work. Phase one of that project is completed and the program is on schedule. Wood replacement has been completed on 44 units as part of the Program Maintenance effort. Painting has been put on hold due to the cooler weather. Snow removal procedures were discussed at the Maintenance Meeting and the written policy has been distributed to the District Maintenance Representatives. A decision was made not to change the policy of once a week lawn debris pick up, however, if maintenance sees a bag curbside they will pick it up even if it is not on the scheduled pick up day.

An EWorks software program to improve reporting and dispatching for the maintenance organization is being evaluated. A request to create a cross walk from the tennis courts to the North Clubhouse was studied and a decision made not to move forward on it. The issue of speeding and running stop signs was discussed both within the committee and with the OVTD. The actions previously mentioned by John Izzo regarding the Stratford Police Department will be monitored to see if that is effective. (See attached report)

The House Committee report was given by Steve Brieger. He spoke about the House Casual Use Policy for the clubhouses which the Board will be asked to consider. He also mentioned that the table tennis space at the South Clubhouse is getting some attention and improvements will be made. Long term, some plans are being considered for the expansion of the gym and possibly the purchase of an electronic golf driving range. Jackie Freeman asked if the issue of security at the gym was considered. Discussion followed and it was mentioned by Lee Shlafer that the Rules and Regulations Committee is looking at that matter.

The Architectural Committee report was given by Jim Manzolli for November. Five applications were received and all were approved by the committee. One of the applications, the combining of two existing decks at 233A Boxelder, requires the approval of the Board. Jerry Brown made a motion to approve the request and it was seconded. The motion passed with 13 affirmative votes and one abstention (D. Steinfeld).

Jim Manzolli advised that the Architectural Rules and Regulations were being reviewed by the committee. It is expected that the revised rules and regulations will be submitted to the OVCA Board to vote on in March. Cheryl Dwyer asked for clarification about how these rules and regulations differed from what is being done by the Rules and Regulations Ad Hoc Committee. Jim explained that these rules explained the application process and not the standards for what is permitted architecturally in the village. John Staley suggested that there was a need for a Maintenance Standard for the vents for High Efficiency Furnaces. He would like it to be clear to unit owners that they, not maintenance, are responsible year round for keeping the vent clear of obstructions, such as snow. Jim responded that the Architectural Committee requires that the vent be four or five feet from the ground, however, a standard could be written on that subject. (See attached report)

The Social Activities Committee report was given by Barbara Minoff. She spoke about the successful reception that was on October 23, 2016 to welcome new residents and reminded everyone of the planned New Year's Eve Party at Oronoque Country Club. She also mentioned that the details for the retirement celebration planned for John Staley will be in the December *Villager*. (See attached report)

The Communications Committee report was given by Cheryl Dwyer. Goals and organization standards for *The Villager* were approved by the committee. Editorial guidelines have been proposed and are under review by the committee. There were only 37 responses to the survey. The majority were interested in articles on travel, health and wellness, cultural reviews, events outside the Village and home maintenance. It was suggested that a rollout plan for the new website and video is needed, especially using the front page of *The Villager* to give notice about these changes. (See attached report)

By-Laws Revision Committee. No report

Racquet Ball Sports Facilities Committee. No report

Insurance/Risk Management Committee. No report

Ad Hoc Committee

The Rules and Regulations Committee report was given by Lee Schlafer. She stated that two meetings have been held to date and the first task was to look at the organization of the material. Committee members have accepted assignments on different subjects and data is being collected and discussed. It is expected that the committee will meet once more before the holidays.

Unfinished Business: None

New Business: Lee Schlafer explained the process involved to approve the newly proposed Collection Policy. Connecticut Statutes now require that unit owners have the opportunity to review and comment on proposed rule changes before they are voted on by the Board. The Collection Policy is one such rule change. After the policy was distributed, comments were received and they have been incorporated into the policy. This means the policy will be distributed again with the revisions and unit owners will again have the opportunity for review and comments on the revised Collection Policy. It is hoped that the Board will be able to vote on the policy at the January meeting.

The House Casual Use Policy is subject to the same process as the Collection Policy. Cheryl Dwyer asked the Board if they had any questions about the policy. Larry Hartley asked if wine could be brought in. The answer was yes. This policy is for residents not outsiders. Jackie Freeman questioned the role the monitors played in this policy. Was it necessary or appropriate for residents to check in with the monitor if they were planning some sort of group activity?

A motion was made by Jerry Brown to move into Executive Session to discuss a foreclosure proceeding. The motion was seconded by Lee Schlafer.

At 8:30 p.m. the Board returned to the regular meeting. Cheryl Dwyer made a motion to proceed with the foreclosure proceeding. The motion was seconded by Jerry Brown. The motion was passed with 13 in favor and 1 abstention (Thompson).

Closing Forum:

Sharon Levinson (608B Erie Lane) requested hot water in the ladies room in the North Clubhouse. She also asked if the Maintenance Department had a licensed plumber on staff. She was informed there is not. Sam Levinson (608B Erie Lane) asked about the capacity of the banquet space in the North Clubhouse. There is no sign in the room and he felt a recent event held in there was over crowded. Roz Hill (364B Navajo Lane) asked if friends could accompany residents as part of the Casual Use Policy. Cheryl Dwyer responded that the policy was for resident use only. Barbara Minoff (731A North Trail) reminded everyone of the Employee Giving Fund and said the deadline for contributions was December 15, 2016.

The meeting was adjourned at 8:50 p.m.

Respectfully submitted,



Lee Shlafer
OVCA Secretary