

Villages at Westminster Homeowners Association
Board Meeting
May 18, 2022

The meeting was called to order at 7:00 p.m by President Kelly Coronel. BOD Members in attendance: Ray Gdovic, Pat Duggan, and Charlene Sheets. Also attended by Diane Clarqc and Beth Black from Dodson Property Management, Brian O'Malley from the Volunteer Grounds Maintenance Committee, Chuck Speigner from the Volunteer ARC Committee and others.

The meeting agenda was posted on the VaW website and emailed to residents.

Officers Report:

President: Kelly Coronel deferred most of her comments to the old business portion of the meeting.

Treasurer: Raymond Gdovic reviewed the Treasurer's Report as of April 30, 2022.

Secretary: Charlene Sheets previously sent the meeting minutes from the BOD meeting on March 21, 2022. Pat Duggan motioned to approve the minutes. Rayond Gdovic seconded the motion. The BOD voted to approve the minutes.

Committee Reports:

ARC: Chuck Speigner - Chair gave the ARC report. Four homeowners have submitted applications for improvements. Each will be reviewed case by case. One violation letter was sent.

RV Lot: Raymond Gdovic gave the report for James Hazelwood - Chair. Visual inspections of the lot take place on a regular basis. Low hanging branches and one dead tree were removed from near the lot. There is currently one 10ft space available for the RV lot.

Communications: Pat Duggan - Chair gave the Communications report. More volunteers are needed for the committee.

Pool Committee: Kelly Coronel gave the Pool Committee report for Darcia Lezotte - Chair

Pool Cleanup day will be May 21st @ 9 a.m.

The Pool Committee has asked the Swim Team Parents to join the committee.

The Pool opens on Saturday, May 28,2022

Kraken Swim Team will begin practicing on Tuesday, May 31,2022. The practice times are Monday - Friday until June 9th from 7 - 8 p.m. Starting June 11th the practice times are Tuesday & Wednesday from 7 -8 p.m., Thursday & Friday from 8 - 9 a.m. Mondays are swim meet days.

Swim meets will be held at the VaW pool on June 20th, June 27th, and July 18th. The pool will close at 4 p.m. on those days.

New Pool Passes can be requested through Dodson Property Management.

Clubhouse: Jeannette Potter- Chair gave the Clubhouse report. More volunteers are needed. Two rentals were scheduled for April and May. Three rentals were scheduled for June. Rentals are updated on the VaW Calendar regularly

Social: Kelly Coronel gave the Social Committee report for Lauren Glascock - Chair. The Yard Sale on April 2nd, Neighborhood Dumpster on April 9th and the Easter Egg Hunt on April 16th were all a great success! A summer basket will be raffled at the pool opening on Memorial Day Weekend.

Grounds: Charlene Sheets - Chair gave the Grounds report. The Grounds Committee have completed several tasks including dead tree removals, old shrub removals, planting a new garden bed at the Shrewsbury corner and attempts at erosion control. Annuals will be planted by James River in the upcoming days. A rain barrel has been offered to be placed at the Clubhouse to assist with watering plants that have no irrigation.

Property Manager's Report:

Diane Clarcq gave her report. A Homeowner expressed concern over the location of the Dog Pot recently placed by the RV/Boat Lot entrance. The concern expressed is the possible odor due to heat from the summer. Due to utility lines the Dog Pot was placed in the best possible location. The situation will be monitored and the Dog Pot may need to be emptied more frequently during the summer.

Homeowners Comment Period:

One Homeowner requested to comment during this period. The Homeowner expressed concern over the lawn maintenance at 6236 St. John's Wood. The Board agreed this was an issue and determined the best course of action was to contact James River.

Old Business:

- Update on Facilities Team
A Grant Application through James City County for the challenges at the pool was previously submitted. The board expects to hear from the county by early 2022.

The Structure Group has been providing the county with a scope of work and answering questions in order to get bids for the project/grant.

- Update on the sinkhole behind 6172 S Mayfair Circle
Currently there are two bids to complete the project.
Scott Massey, who presented his bid at our last VaW Meeting with great detail.
Bauder Contracting & Engineering presented a proposal. This proposal is to fill the sinkhole. This contractor proposal did not include various details of the project and a revision was requested.
- Update on Chelsea Crescent drain

The added rocks have helped with the drainage as well as the debris that collects in that area. VDOT has been contacted to inspect and repair the drain.

- Weathersfield Natural Land

The wire fencing has been removed behind 5 houses that were encroaching on the Natural Land. Decayed wood from the rail fence has been removed as well.

- Clubhouse

The restroom doors are in need of repair and/or replaced. The doors were recently repainted which resolved the cosmetic issues. The Clubhouse Committee believes the doors can be replaced in 2023.

Water Fountains need to be replaced. The existing water fountains have been installed. New ones are extremely expensive and hard to find. The current ones will continue to be monitored for repairs. We have a contractor with a "used" dual fountain that is available for purchase at a discounted price.

The carpets need to be cleaned in the Clubhouse. Several quotes were gathered. Pat Duggan motioned to approve the quote from Capital Carpet. Charlene Sheets seconded the motion.

All of the outside painting at the Clubhouse has been completed.

- Repainting of the Main Entrance sign on Route 60. The adjusted quote was received from Wright Signs to change "of" to "at". Raymond Gdovic moved to approve the bid. Pat Duggan seconded the motion. The BOD agreed.
- Sidewalk Repair at the Clubhouse entrance. Revised quotes were received since the trees have been removed. Pat Duggan moved to approve the contract from Concrete Jack. Raymond Gdovic seconded the motion. The BOD agreed.

New Business:

- Update on ponds:
- Solitude was at the VaW and inspected both ponds. Both looked good overall and were free of weeds and algae growth. The mowing around the dams of both ponds met specifications and is helpful to the completion of inspections. One log was removed from the outflow of the pond in the back of the community. The fountain in the pond is running well.
- Pool Rules for 2022 were reviewed. Pat Duggan moved to accept the rules. Brian O'Malley seconded the motion.
- Pool Repairs proposals were submitted by Continental. Pat Duggan motioned to approve the needed repairs. Raymond Gdovic seconded the motion. The BOD approved.
- Email Scam: The BOD would like to make the community aware of an email scam. The email looks as if it was sent from a member of the Board asking you to purchase Amazon Gift Cards. Please do not reply or make the requested purchase. Please report the incident to the police.

- A request was received from a Homeowner to rent the soccer field. More information is needed to make a final decision.
- A request was received to rent the pool. Clarification on pool rentals was requested. A motion to amend the pool rental section is as follows: The pool rental fee will be \$75 per hour. The rental hours are from 7 - 10 p.m. The lifeguard fee will be extra and required. If the pool is closed by the Lifeguard due to weather the rental fee will be refunded, but not the Lifeguard fee. Pat Duggan motioned to approve the amendment. Raymond Gdovic seconded the motion. The BOD approved.
- A motion to amend Section 11 Clubhouse Rules under the fees section will read as follows: Provided that all attendees are residents of the Villages at Westminster. Pat Duggan motioned to approve the amendment. Raymond Gdovic seconded the motion. The BOD approved.

- **Announcements:**

The next BOD Meeting will be Wednesday, July 27, 2022 at 7 p.m. in the Clubhouse.

The meeting was recessed at 8:02 p.m.