

TIMBER OAK ASSOCIATION COMMUNITY NEWSLETTER



2022

Dear Association Members:

We hope you are enjoying this beautiful fall weather and you are looking forward to the coming seasonal holidays! The Board and REI hope you will find the news and reminders that follow to be helpful. Thank you for your time in reading the newsletter and for your cooperation where required.



Important Update...

The Board of directors has arranged for the gym at the clubhouse to be painted. **The gym will be closed on Wednesday, November 16th starting at 8:00 AM** and it will remain closed until the morning of Thursday, November 17th. We are sorry for the inconvenience this may cause.

Ongoing Projects...

The fencing project at the main entrance as well as the inside driveway fencing is still ongoing. The vendor is hoping to have the project completed by 11/11/22 pending no weather delays or other issues.

Completed Projects...



Drainage repairs have been completed throughout the community. Various areas recieved upgrades to the current drainage system to help with pooling water after heavy rainfalls. If you continue to see any issues, please do contact Jessica at jdidomenico@rei-pm.net.



Annual Owners Meeting...

The Annual Owners Meeting is scheduled for Monday, November 28, 2022, at 6:00 PM. An official notice, including the agenda and the 2023 proposed budget, will be sent to all owners in advance of the meeting.

The Board Meeting schedule for 2023 will be released either late December or early January.



Board Meeting Protocol for Owners

The board welcomes public participation. Attendance helps the community remain current with board concerns, financial issues, and matters concerning upkeep of the property. It also provides the board with feedback from the owners.

When the floor is opened for owner comments, speakers are to state their name and address for the record. Owners are to direct their comments to the board. There is to be no cross-talking or arguing among attendees at the meeting. No speaker is permitted to call for votes on any matter during a board meeting.

The board has the discretion to limit the time of each speaker. Generally, 2-3 minutes per speaker is allotted. The chair may allow additional time.

Civil conduct is expected at all times. The Board will not permit defamatory comments about board members, or any person connected with or living in the community.

The Board may elect not to respond to questions asked or statements made at the meeting but will take into consideration the concerns expressed and will respond to the speaker and/or the community as appropriate. Ongoing debates or arguments will not be permitted.



Ladies Book Club Update...

The book club will not be meeting to discuss a book the first Thursday of December. Instead, we celebrate the year's work, and each other, with a holiday dinner on that date. We will resume regular book club discussions in January and will provide the information for that meeting in the December newsletter. We hope

that as we look forward to a new year, we might see some new residents considering joining us. If you have any questions or would like to participate, please email Gerrisnow@att.net.



Veterans Day Event...

The Timber Oak Veterans Day Memorial Ceremony will be held on Friday, November 11, 2022. We welcome and encourage all veterans and all those who support our veterans to attend this special event. It will be held at the Timber Oak clubhouse starting at 11:00 AM. We would like to thank resident Drew Ninos for putting this event together!



2022 Holiday Trash Pickup Schedule

Thanksgiving
Christmas Day

Thursday pick-up will be normal day
Sunday (observed Monday) pick-up will
Thursday

As a reminder, trash and recycling receptacles are not to be put at the curb any earlier than the night prior to pick up and must be brought inside the night of trash pickup. If your trash or recycling container is missed on the day of pick up, please contact Jessica D. immediately and she will contact the trash vendor. **Also, please remember all cardboard boxes that do not fit into a recycle container (if you have one) must be flattened and tied up prior to being put at curbside. All newspapers must be bundled and tied up.**

Unit Owners will be fined \$250.00 for the first offense of a violation reported or observed with regard to the handling of cardboard boxes and recyclable items. Unit Owners are responsible for the actions of their tenants.



Music Group Notes & News...

CAROLING

On **Saturday December 17th**, join the **Timber Oak Music Group** for an evening of **festive holiday singing!** Singing will begin at the **gazebo** at 7:00 PM (weather permitting) and we'll proceed to the **clubhouse** for more singing accompanied by keyboard, flute, and guitar from 7:30 PM to 8:30 PM followed by light refreshments.

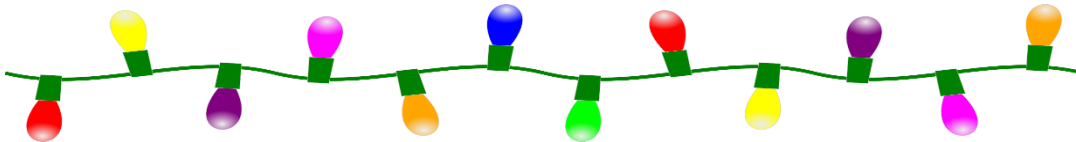
All Timber Oak community members, adults and children, are invited to join in the celebrations and listen or sing along (extra lyric sheets will be available). If you would like to join us for a couple of rehearsals in the weeks leading up to the event, or if you want to learn more about joining the Music Group, please email Pat Palmieri at pjpalmieri@comcast.net.

If you plan to attend and can RSVP to pjpalmeri@comcast.net by December 9th, it will help us plan refreshments. But even if you don't RSVP, please do come join us anyway, the more the merrier! We look forward to celebrating with you.



Landscape Committee Notes & News....

We have noticed many empty flowerpots and flowerpots with dead flowers thrown over back deck railings or onto patio areas. Please check behind your units and pick up and properly dispose of these items in the trash. Timber Oak Landscape Committee.



General Holiday Decoration Reminders

Please review the December Holiday Decorations Rules and Regulations below. Please note - inspections will be performed to ensure all decorations are within compliance.

Section 12.2 – December Holiday Decorations:

Decorations Allowed:

- 1) Mini multi-colored white and blue lights and ornaments will be allowed on trees and bushes surrounding your unit. No more than five general holiday decorations may be placed in the mulch area. Where two-unit owners share a common tree or bush, both owners must agree to have lights and decorations.
- 2) Icicle and snowflake lights, etc. may be hung over garage doors and entrance ways.
- 3) Green roping is allowed to frame garage door(s) and may have mini multi-colored white or blue lights attached.
- 4) Holiday pathway lights are allowed, however, if they are damaged by vendors during snow removal clean-up, owner(s) will not be compensated.
- 5) Back decks may be decorated with lights and decorations.
- 6) Green wreaths with red ribbons no larger than 24" in circumference will be allowed on pillar(s). Where two-unit owners share a common pillar(s), both unit owners must agree to hang wreaths.

Decorations not allowed:

- 1) No decorations or lights are allowed to be hung or attached to any roof or roof line, outside walls or windows.
- 2) No electrical wires are allowed to cross any sidewalk, driveway or any area that

would constitute a tripping hazard.

- 3) No electrical wires are allowed to be hung or placed over trees or bushes.
- 4) No inflatable decorations are allowed on any walkway or common area.
- 5) No external flashing lights or audio music is permitted.
- 6) No items that are hard to remove such as garland, tinsel, or streamers, etc. should be hung from trees or shrubs which could result in damage.

General:

December holiday lights and decorations may be put

- 1) up on or after November 15th but cannot be lighted prior to the Friday after Thanksgiving and must be unlit on or before January 10th. All outside decorations must be taken down and removed no later than January 20th.
- 2) Please be conscious of your neighbor if you share an entryway, as all residents may not wish to celebrate holidays the same way. Please do not infringe on their space.
- 3) Lights and decorations must not block walkways or the adjoining neighbor's entryway.
- 4) All homeowners are responsible for any accidents or injuries that may occur due to the placement of lights and decorations.
- 5) Unit owners who place lights and decorations in the approved areas must also agree that they will return all common elements, e.g., trees, bushes, and pillars to their original condition. If a common element is damaged, the owner is responsible for its repair, and/or replacement.
- 6) Holiday lights and decorations may not damage or disrupt the sprinkler system(s) or prohibit irrigation or landscaping and snow vendors from performing their contractual obligations.

No lights are allowed to be hung or placed outside for general holidays



Tennis Court Closure

The weather has been warm, so we have been able to keep the tennis court open for most of the fall season. The tennis courts will remain open until the end of November and then will be closed for the 2022 season.



Traffic Rule Reminders...

Please remember to adhere to the traffic rules below for the safety of all residents, especially with children playing outside. **The speed limit is 15 miles per hour.**

Please make sure your vehicle always comes to a complete **STOP** at all stop signs throughout the complex.

Please note - all drivers must yield to pedestrians who are crossing the community streets, whether they are children or adults.

The Board of Directors encourages each resident to help reduce traffic violations even further. If you witness a vehicle not obeying these very important traffic rules please submit a rule violation form to management immediately which includes the make, model, license plate number and the address the vehicle belongs to (if you are aware).

Please remember not to park any vehicles in non-parking areas such as those in **front of mailbox stations, on the street, (including the side road along Tucker Street) or in back out spaces specifically designated for end units.** Any vehicle noted in these areas will be tagged and you will receive a warning letter. If the same vehicle is reported again, you will receive a fine hearing letter and may have your vehicle towed.



Notes & Important Reminders

- 🍂 Pursuant to the Maintenance Standards, all homeowners must winterize their outside faucets, to ensure that the water pipe will not freeze and burst. All you need to do is turn the water off inside the Unit, then turn the outside faucet on to allow the water to drain out.
- 🍂 Also, pursuant to the Maintenance Standards, if you are leaving your home for any amount of time, your heat **must remain at a minimum of 55 degrees**. This will help to ensure that water pipes in your unit do not freeze and burst.
- 🍂 Just another reminder it is recommended that you have your fireplace and HVAC system serviced prior to the wintry weather.

All property issues that need attention should be promptly reported to Jessica DiDomenico at REI. Jessica's contact information is jdidomenico@rei-pm.net or (203) 791-2660. Please remember REI has an **emergency number** for off hours and weekends which is (203) 744-8400. Please press "o" for the operator and you will be assisted with your call.

If Jessica or I can assist you in any way, please let us know.

Sincerely,

A handwritten signature in black ink, appearing to read "Arthur C. Stueck II".

Arthur C. Stueck II
President
astueck@rei-pm.net

**The Villages at Timber Oak Association
Board Meeting – Open Session**

September 26, 2022

Approved Minutes

The meeting was called to order at 7:00 PM. Patrick Schappert (Board Member/President), Danna Marques (Board Member/Vice President), and Frank Cassaniti (Board Member/Assistant Treasurer) were present.

Lorenzo Muratore (Board Member/Treasurer) and Mary Samperi (Board Member/Secretary) were absent.

Also, present was Jessica DiDomenico from REI Property and Asset Management.

Ratification of the minutes:

Danna Marques made a motion to accept the Open Session Minutes from August 29, 2022, meeting. Frank Cassaniti seconded the motion. All present voted in favor of the motion.

Fine Hearings:

There were no fine hearings. REI noted that the documentation received from 55 Lawrence was being reviewed by REI and it will be passed along to the Board for review.

Warnings/Fines:

The Board agreed to post the fines for 10 Sampson Terrace for the non-compliance of the tenant interview process. REI to send a fine posted letter and another fine hearing letter to the unit owner that will be a \$50 per day fine.

It was noted that 39 Tucker Street has now turned in their vehicle registration form so they will no longer be fined. The current fines still stand on the account as the unit owners have not asked for forgiveness yet.

Proposals:

The Board voted unanimously to approve the proposal from Rieve Fire Protection for the new sprinkler heads in the basement in the amount of \$4,466.70. REI to have the work scheduled.

The Board voted unanimously to approve the proposal from HydroCare for the pool grommets in the amount of \$1,800. REI to have the work scheduled.

The Board voted unanimously to approve the proposal from Lawn Doctor for the power seeding in the amount of \$1,500.

The Board voted unanimously to approve the proposal from Advanced Electric for the upgrade to the lighting in the front of the clubhouse and the installation of the flood light in the amount of \$3,150.

The Board voted unanimously to approve the interior repairs to the garage to 15 Paulding Terrace from a previous leak in the amount of \$1,952.70.

REI's report on follow-ups from the last board meeting and new business:

It was noted that REI is still obtaining the information from the Bethel units regarding the water valve shut offs. Once the Bethel side is all set, we will then move forward with the Danbury side and get the plumber to provide dates for the project to begin. A letter will be drafted up and sent to the Board for review informing the Danbury units of the water valve change out and assessment to each unit for the project.

It was noted that Patrick S. would continue to look into the truck weight limit so the current rule can be revised.

REI to continue to follow up to make sure the area behind Caldwell Terrace is cleaned up after the Housing Department had their cleanup day once the leaves have dropped so the area can be seen better.

REI to get pricing from the electrician to have 6 pole light bulbs switched out to LED bulbs to see if it helps improve the walkway lighting in the community. It was requested that they y address the area in front of the clubhouse first as an example.

REI to follow up with 19 Caldwell to see what is needed for the Veterans Day event they are planning on holding at the clubhouse.

REI to schedule the police officers to patrol on Halloween from 6:00 PM to 10:00 PM.

The Board reviewed the proposed rule change for the security cameras and approved to have it sent out to the community for notice and comment. REI to send out to the community.

It was noted that there would be no further discussion with the current board regarding a gated community as it was already turned down by the Security Committee and Board.

REI to inform 15 Penny Lane that there will be no paving this year for the circle on Penny Lane and that it will be added to next years budget.

REI to schedule the annual window well cleaning and strip drain cleaning.

REI to get pricing to have the storm drains inspected.

REI to issue a work order to have the basement steps cleaned off and to check the drain at the bottom of the steps to make sure it is clear. It was noted that this should be added to the landscaping and snow specs in the future for the vendor to maintain.

It was note that the tennis court would close at the end of November (pending weather). REI to schedule to have the net taken down and stored and the key fob entry to be turned off after the court is closed.

Homeowner Forum (note – only action items are documented in the minutes):

There were no new action items.

A motion to adjourn was made by Danna M. at 7:45 PM. Frank seconded the motion. All present voted in favor of the motion.