

December 15, 2020

Dear Association Members:

We want to wish everyone a joyful holiday season and a happy and healthy New Year! The Board and REI hope you will find the news that follows to be helpful. Thank you for taking the time to read our newsletter and for your cooperation where required.

****Important Board Update****

Please note - Charles Constantino has resigned from the board. The board held an emergency meeting and voted to give his seat to the Patrick Schappert as he had received the next highest number of votes in the recent election. The board also voted to have Patrick serve as the president. He was holding the position of vice president. Once the other two members join the board in January, officer elections will take place again.

The Board and REI thanks Charles for his dedication to the community – he worked tirelessly to protect and improve the association.



Annual Owners Meeting

The Annual Homeowners Meeting was held on December 7, 2020. Thank you to all homeowners who attended. Attached are the draft Annual Homeowner Meeting minutes and the approved 2021 budget.

Please note, as of January 1st, the monthly common charges will be \$333 plus \$30 water/sewer for the Danbury homes. Coupon booklets will be mailed to you under separate cover. Please note - if you pay online, be sure to change the monthly amount of your payments beginning January 1st.



Projects...

Additional roadwork and asphalt repairs have now been completed.

Various drainage repairs and installations, throughout the community, have also been completed.

The roof boot replacement project will continue again in the early spring.



Future Board Meeting Dates

The Board Meetings scheduled for 2021 are as follows:

Monday, January 25 th	Monday, July 26 th
Monday, February 22 nd	Monday, August 23 rd
Monday, March 22 nd	Monday, September 27 th
Monday, April 26 th	Monday, October 25 th
Monday, May 24 th	Monday, November 8 th
Monday, June 28 th	Monday, December 6 th (Owners Meeting)

Call in information for the tele-conference meetings will be provided prior to the meeting dates.



2021 Holiday Trash Pickup Schedule

New Year's Day	Friday	pick-up will be normal day
Memorial Day	Monday	pick-up will be on Thursday
Independence Day	Sunday	pick-up will be normal day
Labor Day	Monday	pick-up will be on Thursday
Thanksgiving	Thursday	pick-up will be normal day
Christmas Day	Saturday	pick-up will be normal day

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 DiDomenico immediately and she will contact the trash vendor.



Christmas Tree Pickup Schedule

The Association has arranged for Christmas trees to be removed on Wednesday, January 6th and Wednesday January 13th, 2021. Please place your tree (all decorations, garland, tinsel, etc. must be removed) at the curb no earlier than the evening of the Tuesday prior to pick up.



Snow Removal

- ✦ Snow plowing of roadways and parking areas will begin at one inch of accumulation.
- ✦ First effort to clear walkways, front porches and driveways will be completed by 7 am (if snow is present by 1 am). Second effort will begin at end of storm.
- ✦ Walkways, front porches, and driveways shall be cleared of snow within six hours after end of a storm that is six inches or less; twelve hours for storms of twelve inches or more. Blizzards or ice storms may delay service. These timeframes will also apply to storm drains, hydrants, and mailboxes.
- ✦ Visitor parking areas may be used to temporarily pile snow to clear roadways and other driving areas. A limited number of visitor parking spots will be retained for visitors during storms. Those parking areas with snow piles will be blown into landscaped areas within 48 hours.
- ✦ Contractor provides for a 24/7 dispatch service during storms. Dispatcher will be available to our property manager, REI, for all snow inquiries.
- ✦ Cars parked in driveways will only have snow removed around the vehicle. It is highly recommended that cars be parked inside the garage during snowstorms if possible.
- ✦ Snow equipment will be housed in various visitor lots throughout the community.
- ✦ will be housed in various visitor lots throughout the community.
- ✦ Children should not be allowed to sled in an area where they could end up in the roads due to the inherent dangers of snow removal equipment and general association vehicular travel.



Vehicle Information Form

If you have not done so already, please remember to turn in your vehicle information form no later than December 31st, 2020. You can send your completed form to Jessica at jdidomenico@rei-pm.net or mail it to REI's Danbury address. Even if your information has not changed, please send in the form as we are entering all data into a new system and keeping track of all forms returned. Please note that anytime you have changes to this information, it would be appreciated if you contact Jessica with the updated information. Your attention to this matter is greatly appreciated!

Important Reminders

For Unit owners who have installed Ring Video Doorbells - on November 11, 2020, a recall was issued by the manufacturer because of potential fire caused by these units. Below is information from Ring and a link to their website. Please verify that your unit is not subject to the recall.

The video doorbell's battery can overheat when the incorrect screws are used for installation, posing fire and burn hazards. This recall involves Ring Video Doorbell (2nd Generation), model number 5UM5E5 smart doorbell cameras. Only Ring Video Doorbell (2nd Generation) models with certain serial numbers are included.

This notice only affects the Ring Video Doorbell (2nd Generation) 2020 release, not to be confused with the Ring Video Doorbell 2, Ring Video Doorbell 3, Ring Video Doorbell Pro or Elite. If the doorbell is installed correctly, there is no risk to consumers or potential hazard present.

By following the step-by-step instructions and using the correct screws during installation, the device should function as intended. You may also visit their website for more information.

<https://support.ring.com/hc/en-us/articles/360050949611-Ring-Video-Doorbell-2nd-Generation-Recall>



Other Reminders...

- ✦ Pursuant to the Maintenance Standards, all homeowners must winterize their outside spigots, 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 spigot 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.
- ✦ It is also recommended that you have your fireplace and HVAC system serviced prior to the cold weather.

If you need to contact Jessica for assistance, her email address is jdidomenico@rei-pm.net. The on-site phone number is (203) 791-2660. 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

**Timber Oak Association
Annual Owner Meeting
December 7, 2020
Draft of the Minutes**

Call to order: The meeting was called to order at 6:07 PM. Via tele-conference call, present were Charles Constantino (Board Member/President), Patrick Schappert (Board Member/Vice President), Lorenzo Muratore (Board Member/Treasurer), Lea Masucci (Board Member/Secretary) and Danna Marques (Board Member/Director).

Also, on the conference call were Art Stueck and Jessica DiDomenico from REI Property and Asset Management.

Proof of Notice of Meeting: The Owner of 66 Lawrence made a motion to accept the meeting notice. The Owner of 27 Paulding Terrace seconded the motion. All present voted in favor of the motion.

Reading of the minutes: The Owner of 17 Paulding Terrace made a motion to approve the minutes from the December 16, 2019 Owners Meeting. The Owner of 66 Lawrence Street seconded the motion. All present voted in favor of the motion.

Director Reports:

Charlie Constantino provided a report on various association matters. Please see the attached.

Lorenzo Muratore reported on the Association's finances year to date and the measures the Board has taken, and will continue to take, to keep costs down.

Budget Ratification:

Art Stueck provided a line-by-line presentation of the proposed 2021 budget. Owner questions and comments were fielded at the end of the presentation.

The owner of 54 Tucker Street made a motion to approve the 2021 budget as proposed. The owner of 1 Paulding Terrace seconded the motion. There were 9 votes in favor and 28 opposed of the motion. The proposed budget was approved - unless at the meeting fifty-one percent or more of all Unit Owners reject the budget, the budget is ratified, whether or not a quorum is present. REI to have new coupon books sent to owners for 2021.



Old Business – there was none.

New Business

The owner of 14 Bainbridge noted there are issues with the retaining wall behind their unit. The unit owner will forward photos/email along to REI so the areas can be addressed.

The owner of 14 Sampson noted that when there are heavy rains the area behind their unit gets flooded. The unit owner will forward photos/email along to REI. It was noted that area will be looked at by the drainage vendor and the board president during their walkaround to check all drainage work.

The owner of 9 Penny Lane noted that they are having an issue with water pooling in the front of the unit near the electrical box. Photos of this area were already forwarded along to REI and to the board president. It was noted this area will also be looked at during the walkaround regarding drainage work.

The owner of 17 Paulding Terrace made a motion to adjourn the meeting. The owner of 66 Lawrence Avenue seconded the motion. All present voted in favor of the motion. The meeting adjourned at 8:24 PM.