

# TIMBER OAK ASSOCIATION COMMUNITY NEWSLETTER



APRIL 2024

Dear Association Members:

Happy Spring! 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.



## Upcoming Projects...

- ✿ The 2024 power washing/staining/painting project is set to begin in the near future (weather permitting). The homes to be done this year are on Caldwell Terrace & Lawrence Avenue. As a reminder, please notify REI if you have any concerns about the condition of your deck boards so they can be addressed before the project starts.

If you had deck boards replaced late last year that were not stained, please contact Jessica at [jdidomenico@rei-pm.net](mailto:jdidomenico@rei-pm.net) to ensure you are added to the list to have them painted this spring.

- ✿ Board members and REI staff will be performing a community inspection on April 15<sup>th</sup>. This inspection will include looking for repairs needed to the grounds or buildings and rule & landscaping rule violations.

- ✿ The association's irrigation contractor will be onsite in early April to inspect the system and to address any needed repairs to sprinkler heads. Lawn watering will begin once it is needed based on weather conditions.
- ✿ The entrance fountain will be turned on for the season in mid to late April as weather permits.

## Vendor Updates....



There have been changes to some vendors that are now servicing the property. YardGoats is now the current landscaper for the community. You may have seen the trucks around the property recently doing the spring cleanup and removing all the old mulch.

The board and Landscaping Committee recently reviewed the irrigation contract as it expired at the end of the last season. A new company was hired – N.E. Irrigation. N.E. Irrigation will start working at the property this month.

The board and Landscaping Committee are looking forward to working with all the new vendors this upcoming season. If you have any feedback for us, send us an email. Thanks.



## **Spring Dumpster Day...**

The association has scheduled a spring dumpster day for **Saturday, May 18, 2024**. **Drop off will begin at 6:00 AM and will end by 1:00 PM (or earlier if the containers are full and must be removed)**. The association will be getting three dumpsters this year. The dumpsters will be placed on the far end of the clubhouse parking lot.

To prevent abuse of this accommodation, various procedures will be in place. We ask that you cooperate with these measures, so we can continue with this program. There are several steps that we will be taking, but of greatest significance will be monitors while the containers are on site. The role of the monitors will be to catch non-residents attempting to dump at Timber Oak, prevent dumping on the ground and not in the containers, and to prevent inappropriate materials from being dumped (such as construction project materials and hazardous substances).

Items not allowed: hazardous wastes (gasoline, oil, propane, paints, Freon, etc.), construction debris, AC units, car tires, brush and tree stumps, rocks, cement, and car batteries. If you are going to dump lawn mowers or other similar equipment, they must be drained of all fuel and oil.



It is that time of year when children will be playing outside more and riding bikes and/or motorized toys. We would like to advise all parents of children who do use these toys, to be watchful of your children when they are playing outside. It has been reported that children have been seen entering the roadways on these motorized toys. In some cases, coming very close to passing vehicles. Also, please note that no bikes, scooters, or motorized toys should be used on the grass areas.

We would hope that all residents are mindful of this potential danger and to please obey the speed limit and stop signs within our complex. This included electric bikes or scooters as well.

### **Vehicle Information Form Final Reminder...**



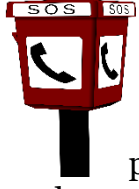
Final warning letters have been issued to units that are non-compliant with the vehicle information form. If you have not done so already, please turn in your vehicle information form. The final cutoff date for these forms was March 31<sup>st</sup>. Any remaining units that are still non-compliant will now be receiving a fine hearing letter **in the amount of \$50.00 per day after March 31<sup>st</sup>.** **The fines will be retroactive.** Forms can be returned via email to [jdidomenico@rei-pm.net](mailto:jdidomenico@rei-pm.net) or mail it to REI, 2A Ives Street, Danbury, CT 06810.

### **Ongoing Projects...**



Notification was sent out regarding the water valve replacement program - the next scheduled building will be 19-26 Tucker Street and it will take place on **April 25th starting at 9:00 AM.**

The program continues to run very smoothly. We appreciate everyones cooperation thus far. If you should have any questions, please feel free to contact Jessica at [jdidomenico@rei-pm.net](mailto:jdidomenico@rei-pm.net). Your cooperation is greatly appreciated.



## Emergency Phone...

Please note - an emergency phone has been installed in the exercise room. This phone is just like the one at the pool. If you pick it up, it will dial 911. Please make sure this phone is only used in a true emergency situation.

## Tennis Court



Please note the following guidelines for the tennis/pickleball court which have been updated. Court hours are 8:00 AM to dusk.

The below guidelines must be followed:

Tennis and pickleball are the only activities permitted on the court. It may not be used as a general play area.

The court can be reserved for 90 minutes maximum. Please use the sign up that is located on the bulletin board in the clubhouse to reserve your time.

If there are players waiting to utilize the court, limit your time to one hour.

A maximum of four players per court are allowed on the court at any time.

A maximum of four spectators are allowed in the court area.

No children on bicycles, scooters or any other toys are allowed on the court at any time.



## 2024 Holiday Trash Pickup Schedule

Monday - Memorial Day - May 27<sup>th</sup> - pick-up will be on Thursday

Thursday - July 4<sup>th</sup> - pick up will be normal day - Wednesday

Monday - Labor Day - September 2<sup>nd</sup> - pick up will be on Thursday

Thursday - Thanksgiving - November 28<sup>th</sup> - pick up will be normal day

Wednesday - Christmas - December 25<sup>th</sup> - pick up will be Thursday

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 regarding the handling of cardboard boxes and recyclable items. **There will be no warnings for this violation.** Unit Owners are responsible for the actions of their tenants.

## Landscape Committee Notes and News...



As of the writing of this newsletter our new landscape company, YardGoats, is finishing up with spring clean-up.

There will be a landscape crew on property Monday through Saturday all season doing extensive rehab work. Starting at Paulding Terrace and working counter-clockwise around the complex, they will be removing years' worth of old mulch which is filled with weeds and debris. Then they will follow with new edging, weeding, some pruning, placement of a weed prevention product, and new mulch. Some of the very overgrown bushes will receive a cut-back so they may not look their best this year, but they will bounce back next year.

Due to this extensive work, it will take much longer than usual before the entire complex has new mulch in place.

We will continue with placement of new shrubs, however due to budget increases we will not be able to plant as much as originally planned. If any resident wants to have shrubs planted at their own expense, please send a completed '*landscape request*' form to Jessica.

Also, please contact Jessica if you need any '*maintained by homeowner*' signs for your mulch areas. This is for any resident wishing to maintain their own plantings and shrubs. Timber Oak will be placing mulch, but you then take full responsibility for all weeding and pruning.

Thank you from the LSC

A copy of the "Request to the Landscape and/or Architectural Integrity Committee" can be obtained on the community website at:

<http://villagesattimberoak.com/website/publish/owners/index.php?Forms-29>



## Timber Oak Book Club Updates...

Please see the attached flyer with a recap of the April meeting and the information regarding the upcoming May meeting.



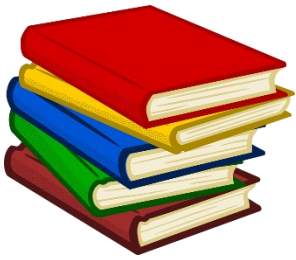
## Notes & Important Reminders....

- Please be sure to remind your child when getting off the school bus and walking home they should not climb on any of the trees in the common areas or play in the shrubs around the community. There have been some reports of children continuing to do this and we do not want anyone to get hurt, or any of the trees and shrubs to get damaged. Your attention to this matter is greatly appreciated.
- As the warm weather is approaching, please remember that only gas and electric grills are allowed to be used. All grills are always to be kept 10 feet from the building and privacy walls. There are to be no charcoal grills, smokers, chimneas, fire pits or propane heaters which operate with an open flame, anywhere in The Villages at Timber Oak. Propane tanks may not be stored inside the building structure including the garage. Extra propane tanks may be stored only next to barbeque unit or removed from premises.
- Please note - Timber Oak is a No Trespassing/No Soliciting Community. If you have strangers knocking on your door, please do not open your door and call the police immediately. Also, if you witness any non-residents or strange vehicles, please call the police immediately. This includes if you see someone going through your trash or recycling cans.
- Please remember if you change your email and or mailing address you must inform REI/Jessica D. so that all correspondence that are sent to you can be received.

All issues that need attention should be promptly reported to Jessica DiDomenico at REI. Jessica's contact information is [jdidomenico@rei-pm.net](mailto: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 "0" for the operator and you will be assisted with your call.

Sincerely,

Arthur C. Stueck



## **Timber Oak Book Club Meeting Updates**

The book club met on 4/4 to discuss the book Demon Copperhead by Barbara Kingsolver. It was a large group as 17 of our 22 members attended to discuss this story about a boy born to a teenaged single mother in a single-wide trailer, with no assets beyond his dead father's good looks and copper-colored hair, a caustic wit, and a fierce talent for survival. He learns to navigate the challenges of foster care, child labor, addiction, toxic relationships and grief, somehow managing to come of age against all odds.

The next book we are reading for our May meeting is Hello Beautiful. The story of four sisters contending with life and loss, love, death and forgiveness. This is a big, emotional, heart wrenching family drama about the Padavano family of four sisters and the broken young man who marries into the family. "Hello Beautiful" is the greeting Charlie Padavano gives each of his daughters. It has been widely recommended as a choice for book club discussions and was an Oprah book club selection.

The book club meets the first Thursday of the month at 7 p.m. in the clubhouse. Our next meeting is scheduled for Thursday, May 2nd. We welcome new members and refreshments are always provided.

Some great new books have been added to the clubhouse lending library including The Seven Husbands of Evelyn Hugo, and Matthew Perry's autobiography Friends, Lovers, and the Big Terrible Thing. There is no formal "checkout" for these books. It is on the honor system with the expectation that each book will be returned to the shelf in a reasonable amount of time for others to enjoy. Each lending library book is stamped as belonging to the Timber Oak Book Club Library.

If you are interested in attending or have any questions, please email [gerrisnow@att.net](mailto:gerrisnow@att.net)





## **Future Board Meeting Dates**

The Board Meetings scheduled for 2024 are as follows:

Monday-April 29<sup>th</sup>  
Monday-May 20<sup>th</sup>  
Monday June 24<sup>th</sup>  
Monday- July 29<sup>th</sup>

Monday-August 26<sup>th</sup>  
Monday-September 30<sup>th</sup>  
Monday-October 28<sup>th</sup>  
Monday-November 25<sup>th</sup> (owners meeting)

The Open Session for all Board Meetings will begin at **7:00 PM** in the clubhouse. A standard agenda is attached for your review.

A sign-up sheet will be placed outside of the meeting room for your use. The sign-up list will be collected after the Executive Session which will end at approximately 7:00 PM. Only those residents that have signed up will be given the floor to provide the board with comments during the Owners Forum part of the meeting. Please provide your name, address, and topic on the sign-up sheet so that the Board can contact you after the meeting if necessary. Each owner will be given approximately 3-5 minutes to speak. If you feel you need more time, it is suggested that you write to the board in care of REI.

Please be informed - per Connecticut state statues - most fine hearings and fine voting regarding rule violations must be addressed in Open Session.

## **Board Meeting Protocol for Owners**

The board welcomes public participation. Attendance helps the community remain current with board concerns, financial issues, and matters concerning the 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 always expected. 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.





## **Monthly Board Meeting**

### **Open Session - Agenda**

Call to order

Approval of the minutes from the previous Board Meeting

Fine Hearings

Officer Reports

Committee Reports

Management Report

New Business

Old Business

Homeowners Forum

Adjournment

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

**February 26, 2024**

## **Approved Minutes**

The meeting was called to order at 6:59 PM. Stephen Grey (Board Member/President), Patrick Schappert (Board Member/Vice President), Lorenzo Muratore (Board Member/Treasurer), and Frank LoCastro (Board Member/Secretary). Danna Marques (Board Member/Director) was unable to attend. Also present was Art Stueck and Jessica DiDomenico from REI Property and Asset Management.

**Officer Elections:** Lorenzo M. made a motion to elect officers. Stephen G. seconded the motion. All present voted in favor of the motion.

Stephen Grey - President  
Patrick Schappert - Vice President/Assistant Treasurer  
Lorenzo Muratore - Treasurer  
Frank LoCastro - Secretary  
Danna Marques - Director

REI to update the client profile, prepare the interim notice of board members and officers for the state and add the officer election information into the March newsletter.

### **Hearings:**

The fines for 81 Lawrence we reviewed and discussed. Lorenzo M. made a motion to suspend the fines as long as there are no more incidents regarding short-term rentals in the unit. Stephen G. seconded the motion. All present voted in favor of the motion. REI will send a letter to the owner for their files.

### **Ratification of the minutes:**

Lorenzo M. made a motion to accept the Open Session Board Meeting Minutes from October 23, 2023, meeting. Steve G. seconded the motion. All present voted in favor of the motion.

### **Financials:**

January 31<sup>st</sup>, 2024, financials were reviewed. REI to adjust the following items:

REI to set up separate accounts for the clubhouse and the tennis court.

It was noted there is a budget spread issue for account 7315 hydrant fees that needs to be fixed.

It was noted that the tax withholdings on the balance sheet needs to be cleaned up and moved to expenses.

### **Warnings/Fines:**

Patrick S. made a motion to post the fine to 5 Caldwell Terrace for not cleaning up after their dog. Danna M. seconded the motion. All in favor of the motion. REI to post the fine and inform the unit owner.

### **Proposals:**

Patrick S. made a motion to approve the proposal for JP McHale in the amount of \$1,802.63 for the treatment of wildlife at the clubhouse. Lorenzo M. seconded the motion. All present voted in favor of the motion. REI to schedule the treatment with JP McHale.

Stephen G. made a motion to approve the proposal for Addressi Fencing in the amount of \$10,131.72 for the installation of the fence in the rear of Bristol Terrace. Frank L. seconded the motion. All present voted in favor of the motion.

Stephen G. made a motion to approve the proposal for 8 Hopkins for the interior repairs of the unit from a previous leak in the amount of \$2,132.65. Patrick S. seconded the motion. All present voted in favor of the motion.

Stephen G. made a motion to approve the Foleys Pump proposal to replace the grinder station in the sewer pump chamber located near 35 Tucker Street in the amount of \$1,761.11. Patrick S. seconded the motion. All present voted in favor of the motion.

### **REI's follow-ups and new business:**

REI to trigger the work order for the scraping and staining of the 6 benches in the common areas once the weather warms up.

REI to issue a work order to have the emergency lights tested in the clubhouse to make sure they are all working.

REI to revise the clubhouse rental form to add the emergency contact information to call if interlopers do not leave a rental when asked.

REI to get guidelines on E-bikes and draft a rule that will be reviewed by the Board at the next meeting.

REI to issue a work order to have the emergency lights tested in the clubhouse to make sure they are all working.

REI to obtain quotes for power washing and deck staining for the units that are on the schedule for 2024 and also get a multi-year proposal for an ongoing contract.

REI to save the list of the noted concrete repairs around the community to the files. REI to ask around for vendors that could possibly do hydraulic repair to the concrete to raise up the areas that are sinking.

It was noted that the water valve project is still on going. Paulding Terrace is now completed with the exception of two units that did not comply. REI to reach out to the two units about the non-compliance and speak with the plumber to come up with a plan for units that were not completed.

REI to provide a draft form for the maintenance standard program so the board can review and possibly start the program in the summer. It was noted that the form will also be placed in the resale packet for all new unit owners going forward.

REI to talk to the electrician to see if there are other options for the lighting at the main entrance.

REI to continue to get pricing for paving speed bumps to be installed on the main entrance and exit on Bainbridge Boulevard.

REI to continue to get pricing for drainage installation to be installed around the complex where it is needed.

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

REI to look into trying to correct or report the error on google maps on gps.gov for the Penny Lane emergency access road.

REI to have a work order issued to set up an appointment for 10 Penny Lane to look at the front gutters that are leaking at the seams.

A motion to adjourn the meeting was made by Stephen G. at 7:56 PM. Frank L. seconded the motion. All present voted in favor of the motion.