

# TIMBER OAK ASSOCIATION COMMUNITY NEWSLETTER



2022

Dear Association Members:

We trust you are enjoying the weather as summer winds down. The Board and REI hope you will find the news and reminders that follows to be helpful. Thank you for your time in reading the newsletter and for your cooperation where required.



## Upcoming Projects...

New flood lights and recessed lighting will be installed at the clubhouse in the next week to help illuminate the parking lot and sidewalk areas near the tennis court.

The Board has approved the installation of new fencing at the main entrance as well as the inside driveway fencing. This project is set to start early to mid September. Further details will be forthcoming prior to project start date.

Replacement shrubs will still be planted in September, however due to the drought, it has been pushed back a few weeks. Please see the Landscaping Committee section of this newsletter for more information.



## Completed Projects...

New flood lights were installed at the main entrance on both sides of the Timber Oak signs.

## **Future Board Meeting Dates**



The Board Meetings scheduled for 2022 are as follows:

Monday, September 26<sup>th</sup>

Monday, October 24<sup>th</sup>

Monday, November 28<sup>th</sup> (Owners Meeting)

The Open Session for all Board Meetings will begin at approximately **7:00 PM** in the clubhouse. The 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 2-3 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 statutes, most fine hearings and fine voting regarding rule violations will 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 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.



## **Pool Closing:**

The Board has extended the pool season – it will remain open until Sunday, September 18<sup>th</sup> and will be closing on Monday, September 19<sup>th</sup>. All key fob entry will be turned off to the pool area on Monday the 20<sup>th</sup>. Please see lost and found section of this email for an update on all remaining items that were left at the pool.

Please note the pool attendants are no longer on duty. Please remember to close the umbrellas prior to leaving and to remove all personal items - towels, toys, sun block lotion, etc. - when leaving the pool area.

## **Lost & Found...**



If anyone is missing anything that could have been lost at the pool area, please contact Jessica at [jdidomenico@rei-pm.net](mailto:jdidomenico@rei-pm.net) to see if anything has been turned in. There have been a lot of items placed in the lost and found at the pool. Please remember, all items that are not claimed will be thrown away once the pool is closed for the season on Monday, September 19<sup>th</sup>.



## **Ladies Book Club Update...**

Please see the attached flyer regarding the October Book Club meeting. Please note, a children's books section is now being considered to be added in the clubhouse library. Please read the book club attachment for further details to see if this interest you in addition to the adult books that are already a part of the library.



## **2022 Holiday Trash Pickup Schedule**

Thanksgiving  
Christmas Day

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



## **Landscape Committee Notes & News....**

As previously mentioned, the board has approved a large-scale shrub installation which was scheduled for mid-September. This project will still be taking place but has been pushed back a bit until the end of September due to the drought and irrigation shut off that took place recently as required by the City of Danbury. It is important to remember that once the shrubs are installed, they will need extra watering by residents.

As a reminder, if you like to garden, please contact Jackie Penyak to become a member of the Landscaping Committee. There are different types of “jobs” and commitment levels available and it is a great way to meet your neighbors.

Timber Oak Landscape Committee

## **School Bus Stop Reminder**



School is back in session....

Please remember that the only authorized school bus stop is by the sidewalk near the pool on the turnaround where the school bus stop sign is. Please keep in mind that there is no standing for school bus pickup and drop off in any other location.

Also, please keep in mind that on street parking is prohibited at all times. Any vehicle found to be parked on the street will be subject to a fine hearing letter. You must park your vehicle in the clubhouse parking lot while waiting for the bus.



## **Speed Limit Reminder...**

The speed limit within Timber Oak is 15 miles per hour. Speed limit and stop signs must be obeyed. You must drive on the right side of the roadway and obey one-way signs on Bainbridge Boulevard. There have been reports of people driving at a high rate of speed in the complex. Please make sure you obey the speed limit for the safety of all residents/children in the community.



## **Notes & Important Reminders**

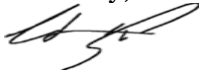
- ✿ Please remember if you change your email and or mailing address, you must inform REI/Jessica so that all correspondences is sent to the appropriate address. Also, if you update any of your vehicles, please also send in an updated vehicle information form.

- ✿ Please remember that residents shall insure batteries are replaced in all smoke and carbon monoxide detectors twice a year - when daylight savings time begins and ends is a good time to remember to do this.
- ✿ Basement air handlers shall be replaced as needed. HVAC systems should be serviced every spring and fall too.
- ✿ Hot water heaters must be replaced within one year of the warranty expiration date or sooner. Although not a requirement, hot water heaters operate more efficiently and will last longer if a hose is attached to the outlet bib and a portion of the tank is drained into the floor drain at least annually, removing rust and other sediment.

All property 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.

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

Sincerely,



Arthur C. Stueck II  
President  
[astueck@rei-pm.net](mailto:astueck@rei-pm.net)



# Timber Oak Ladies Book Club



## OCTOBER BOOK CLUB MEETING

The Timber Oak Book Club continues to meet monthly. We met on September 1st and discussed Jodi Picoult's book, Wish You Were Here. A copy of this book is on the club house library shelves. The fiction books are located on the left side of the shelving unit in alphabetical order by author. We are thrilled to see that each time we check on books, replenish, etc, that books are missing and therefore being read by residents. We just want to remind everyone that these books are stamped on the inside front page indicating that they belong to the book club library, and all we ask is that they be returned in a timely fashion for others to read. You are all on the honor system!! We hope you are enjoying them and would love feedback.

Our next meeting is scheduled for Thursday, October 6<sup>th</sup>, at 7pm in the clubhouse. The book we are reading this month in preparation for that meeting is Pachinko by Min Jin Lee. This previous bestseller has been out for several years and should be relatively easy to get at any neighboring library. Once again, we've partnered with Bethel library, and they have secured multiple copies of this book which are being held at the front desk. All you need to indicate is that you are with the Timber Oak book club and checking out a copy.

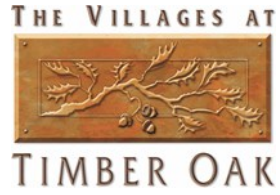
*Summary: Pachinko follows one Korean family through the generations, beginning in early 1900's Korea with Sunja, the prized daughter of a poor yet proud family, whose unplanned pregnancy threatens to shame them all. Deserted by her lover, Sunja is saved when a young minister offers to marry and bring her to Japan.*

The book club is also thinking about starting a children's library. As we begin to enter the fall months, we thought it would be nice to have an easily accessible place to gather with young children to read and look at books. We are still in the planning stages and compiling books and trying to decide if this expansion should include books for all ages or just children's books. We would welcome any input and suggestions along this line. Perhaps someone, with a young child, would like to coordinate with us to start a "reading circle or story time hour" and give young children in the complex a place to meet. Anyone interested in coordinating this, please email me at [gerrisnow@att.net](mailto:gerrisnow@att.net).

Also, we continue to welcome book donations (adult and children's). We ask that if you are leaving more than one or two books that instead of leaving them in the clubhouse, please drop them at 6 Penny Lane so we have a chance to sort them, stamp them, and get them properly ordered on the shelves. Any books that we do not use will be donated to either Bethel or Danbury library for their fundraising efforts.

Thank you, everyone, for your support. New members are always welcome.

Timber Oak Book Club



**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**

**July 25, 2022**

**Approved Meeting Minutes**

The meeting was called to order at 7:12 PM. Patrick Schappert (Board Member/President), Danna Marques (Board Member/Vice President), Lorenzo Muratore (Board Member/Treasurer) and Frank Cassaniti (Board Member/Assistant Treasurer), and Mary Samperi (Board Member/Secretary) were present.

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

**Ratification of the minutes:**

Lorenzo Muratore made a motion to accept the Open Session Minutes from June 27, 2022, meeting. Mary Samperi seconded the motion. All present voted in favor of the motion.

**Financials:**

The June 30<sup>th</sup> financials were reviewed.

**Fine Hearing:**

There were no fine hearings. REI noted that 55 Lawrence has still not submitted the other documents from last month's hearing for the Board to review regarding the insurance deductible.

**Warnings/Fines:**

Warning/Fine letters were reviewed.

The Board agreed post the fines for the one remaining unit, 39 Tucker Street, that still have not turned in their vehicle registration form. REI to send a fine posted letter, and then another fine hearing letter for the violation. It was noted that the letters would be sent via email, regular mail and certified mail.

The Board agreed unanimously to post the fine for \$50 to 1 Paulding Terrace that still have the swing in the rear of the unit that is affixed to the upper deck. REI notify the unit owner.

The Board agreed to waive the fine for \$50 for 1 Paulding for the trash can on the back patio as it was now removed. REI to notify the unit owner.

The Board agreed waive the fine for 90 Tucker Street for the basketball hoop as it was removed from the common areas. REI to inform the unit owner.

The Board agreed to send a fine hearing letter to 10 Sampson Terrace for non-compliance of the tenant interview process with the new tenants that are occupying the unit. REI to send a fine hearing letter to the unit owner.



## **Proposals:**

The Board voted unanimously to approve the Greenacres proposal to install sprinklers near 18 Bainbridge that were not previously installed in the amount of \$1,861.13. REI to schedule the work with Greenacres.

The Board voted unanimously to approve the Signarama proposal for three no parking signs and posts - not to exceed \$1K. REI to schedule the work with Signarama.

The Board voted unanimously to approve the proposal from Advanced Electric for the two flood lights for the front entrance signs in the amount of \$1,300. REI to schedule the work with Advanced Electric to have the lights installed.

The Board voted unanimously to approve the proposal from Eastern View for the shrub phase 1 & 2 plantings that will take place in September in the amount of \$20,054.42. REI to schedule the work with Eastern View and inform the Landscaping Committee once a schedule is in place.

The Board voted unanimously to approve the proposal from Eastern View for the front entrance fence installation and the interior driveway fences in the amount of \$70,000. REI to schedule the work with Eastern View to start in September. It was noted that \$50K would be paid this year and the remainder of the balance will be paid next year before March 30<sup>th</sup>. REI to add the remainder of the balance to the 2023 budget.

The Board voted via email to approve the proposal from Bartlett Tree for removal of all rose bushes that are diseased in the amount of \$5,513.18.

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

It was noted that REI and the Board will do a walkaround with Bouchard on Monday, August 1<sup>st</sup> to go over the suggestions for the drainage solutions throughout the community as well as some paving issue and obtain pricing for repairs.

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

It was noted that REI it still working on putting together the information for the water valve replacement program for each unit to send out to the community. REI to have Marty Flynn Plumbing to inspect one of the units on the Bethel side to see what type of valves are in their units. Once we have this information, we will work on the program details.

It was noted that the door painting project would move forward once we have all the information in place on how to present it to the community. REI to obtain pricing from a vendor for the door painting that can be passed along to the community to utilize that vendor if they choose.

REI to confirm with Carmine from Eastern View that he plans on bagging up and removing the cottonwood behind Bristol Terrace when cleaning it up during his routine maintenance.

REI to follow up to make sure the area behind Caldwell Terrace is cleaned up after the Housing Department had their cleanup day.

REI to continue to follow up with the Security Committee to see if they are going to move forward with doing the testing of the pole lights with new lighting to see if it helps with lighting up the walkways better.

**New Business:**

Patrick Schappert made a motion to appoint Steve Gray and Mark Penyak as Co-chairs of the Communication Committee and Jackie Penyak as Co-chair of the Landscaping Committee. REI to update committee information in the profile.

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

It was noted that 7 Paulding Terrace asked if the Security Committee report regarding the gated community could be forwarded to him.

4 Paulding Terrace asked if the leaning spruce tree near the rear of unit can be removed or trimmed. It was noted that she would send a photo of the area so it can be added to the landscaping list for next year to be removed.

It was noted that the Landscaping Committee would go to 31 Tucker Street to look at the rear of the unit to determine what trees can be cut back or removed to help with the issues in the rear of that building as it does not get any sunlight.

A motion to adjourn was made by Mary S. at 8:09 PM. Lorenzo M. seconded the motion. All present voted in favor of the motion.