

**GREENWICH PROPERTY OWNERS' ASSOCIATION, INC.**  
**BOARD OF DIRECTOR'S MEETING - DRAFT**

**January 31, 2022 – 6:30 PM - Via Google Telephonic**

**CALL TO ORDER** – A quorum was confirmed, and the meeting was called to order at 6:30 PM. Directors Kate Wesner, Steve Sanders, Perry Baldwin, Christie Evenson and Jeff Green representing Capital Realty Advisors were in attendance.

**The prearranged Zoom Meeting virtual computer connection which was scheduled failed and it was necessary to hold the meeting using an alternate Zoom connection.**

**APPROVAL OF DECEMBER MINUTES** – The minutes for the December 14, 2021, meeting were reviewed. There were no corrections and a Motion to Approve the minutes as submitted was made to approve the minutes as submitted by Perry and seconded by Steve. Minutes were approved by a unanimous vote.

**OFFICERS REPORTS** – **The Officers Reports were tabled for a future date.**

**APPOINTMENT OF DIRECTOR** – Perry proposed that Ted Strelec be appointed to fill the Directors Vacancy created when Brian Butler resigned. After discussion Kate made a motion to appoint Ted Strelec to fill the remainder of the term vacated by Brian Butler. The motion was seconded by Steve and carried by a unanimous vote of the Directors.

**COMMITTEE REPORTS** –

**Legal Matters** – Perry reported that the lawsuit against the Master Association was progressing.

**Roof Committee - New Business** - Perry reported that after reviewing all proposals received from roofing contractors the committee approved accepting a proposal from Company Roofing. He reported that the Contract prepared by 4-Jay's consulting had been forwarded to the Association's Legal Counsel who prepared an addendum that covers an important area that would protect the Association. One important change was made which required Company Roofing to obtain a performance bond and the necessary building permits and the Association would reimburse the exact amount paid for them by Company Roofing. After discussion Kate made a motion to Approve signing a Contract to replace all Association roof surfaces with the Attorneys Addendum included with Company Roofing for an amount not to exceed \$1,501,035. The motion was seconded by Perry and carried by a unanimous vote of all the Directors.

**Lease and Sales** – Kate reported that there had been one lease renewal approved by committee for 450 School House Rd. since the last meeting.

**Architectural Committee** – Steve discussed the condition of the Coach lights on the front doors and Balconies. The Directors agreed that a plan for replacements be developed.

**Compliance Committee** – Jeff reported that he had contacted the Compliance Committee to advise them that the owner of 405 had complied with all Lease renewal requirements that he had been fined for. The committee responded that the Board should review the fine levied by them and decide on further action. Steve made a motion to waive the fine that had been levied on property at 450 School House Rd. The motion was seconded by Kate and carried by a unanimous vote of the Directors.

**Compliance Committee – Continued**

Jeff reported that the owner of 463 School House Rd. had been contacted and warned that if he did not comply with the Association's Lease Renewal rules he would be fined on multiple occasions. The owner of that property had refused to comply, and he was open for enforcement action.

Steve made a motion to levy a fine effective upon notice to the owner of \$100.00 per day for failing to comply with the Associations Rule 2 e. The motion was seconded by Perry and carried by a unanimous vote of the Directors.

The Directors discussed a report that unknown occupants had been residing in 139 Cat Rock Lane for over 45 Days. Jeff advised the Directors that he had contacted the property owner who said she had allowed family to occupy the house while their home was being completed. The owner said that the relatives would be moving out on January 28, 2022. The Board Directed jeff to contact the owner to verify that the occupants had moved out of the property.

**OLD BUSINESS Continued –**

**Capital Contributions – Tenants Deposits – Lease Rule to allow owners of Mixed-Use Units –**

Jeff was directed to prepare a communication to be sent to Legal counsel requesting directions on how to make changes to Association Rules that required buyers to make a Capital Contribution to the Association. To collect a Security Deposit from Tenants renting a home in Greenwich POA and allow owners residing in a mixed-use unit to rent a room on the second floor of their home.

The Board supported the motion however, action was tabled until the proposal could be reviewed and approved by Legal Counsel. The communication will be reviewed by Kate and Perry before it is submitted for legal Counsels review.

**ADJOURNMENT**

There being no further business, a motion was made and approved to adjourn the meeting at 7:30 PM.

**Respectfully Submitted - Jeff Green, LCAM for the Association.**