



Board of Directors Meeting
~~Via GoTo Webinar~~
Wednesday, December 16, 2020
6:15 pm

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| MINUTES |
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Pittsfield Village Board of Directors Present:

Ellen Johnson, John Sprentall, Jessica Lehr, Kat Irvin, Nick Oliverio

Committee Chairs Present:

Brian Rice – Landscape

Lisa Lemble -- Maintenance & Modification

Associa / Kramer-Triad Management Present: Kendra Zunich, Dave Walke

Co-Owner(s) Present: Daniel McCarter, Linda Groshans, Linda Ross, Pam Weinberg, Susan Hansen, Joy Knoblauch, Janet Cannon, Martha Laatsch, Laura DeCicco

Guest(s) Present: Sgt. Corey Mills—Ann Arbor Police Department

Member Requests/Open Forum

Sgt. Corey Mills joined the meeting to discuss crime within the Village, crime prevention and the Neighborhood Watch program. There was a timeframe in the fall where multiple vehicles were compromised, including one (1) car theft, within the Village. Sgt. Mills explained that car larceny was common in Ann Arbor, with an increase of 300% over the past few years. Car larceny typically occurs in the early morning, unlocked vehicles are an easy target. Sgt. Mills showed a map of recent crime activity within the Village between August 2020- present. There were 93 reported incidents. Sgt. Mills said this was a “good” number given the size of the community. Overall the Village has a low rate of incidence. Sgt. Mills encourages residents to file a police report, no matter how small. The AAPD follows trends and can increased patrol based off trends within a neighborhood.

John Sprentall asked Sgt. Mills about Ring cameras and any legal implications surrounding the use of Ring cameras in a community setting like the Village. Sgt. Mills believes they are a good proactive measure. The AAPD also has a team that addresses “crime prevention through environmental design” such as adequate outdoor lighting. The team can come out and conduct an assessment of the community, residential homes, etc.



In 2021, the City's Neighborhood Watch program is being rebranded to the Community Partnership & Outreach Team. Sgt. Mills encourages residents to attend these community forums, which will be held online due to COVID-19. The Village office will notify residents of upcoming community forums.

Call Meeting to Order – Ellen Johnson called the meeting to order at 6:50pm.

Approve Agenda

Jessica Lehr motioned to move Outdoor Lighting/ Front Porch Fixture Replacement after Committee reports + approve agenda as amended. Seconded by Nick Oliverio. Motion carries.

Approve Previous Meeting Minutes

Jessica Lehr mentioned the following changes need to be made to the November 2020 meeting minutes.

Previous Meeting Minutes

TruGreen- The Board received a letter from concerned residents, not just Jessica.

Solar Proposal

Lisa Lemble posed two (2) questions for Rueter Associates: what structural investments need to be made? How can improvements be made (interior vs exterior) once the roof is replaced? Also, "ask the questions of Marc Rueter" needs to be removed.

Approved Motions by Email

Options c & d need to be removed from the minutes. These items were not approved by email. They were discussed in the meeting and captured in the minutes.

New Business

2332 Fernwood- The Board asked the maintenance team to review data and conduct research that does not require entering units (due to COVID-19) to see if other units/buildings are vulnerable.

Neighborhood Watch

The Board wants to invite a rep from the AAPD to attend the December BOD meeting. The Board also thinks the it is a good idea for the program to be resident run/executed, Nick Oliverio mentioned interested in being involved.

John Sprentall motioned to accept the November 2020 meeting minutes as amended. Seconded by Jessica. Motion carries.

Committee Reports

Landscape Committee - Brian Rice, Chairperson

The December meeting was brief. One (1) routine requests. The Committee reviewed the draft FY 2021/2022 budget. The Committee will resume meeting in March.



Modification & Maintenance - Lisa Lemble, Chairperson

The Committee discussed exterior lighting fixtures. Heather MacFarland sent a survey to committee members to vote on the exterior fixtures that were presented to the Committee as options. The Committee also discussed the draft FY 2021-2022 budget.

Outdoor Lighting/Front Porch Fixture Replacement

Martha Laatsch is spearheading the outdoor lighting research. She is working with Paul Balber (village resident & Gross Electric employee) on appropriate options for the Village. It has been determined that a LED 60-watt photo cell bulb is the best option for the Village. 15,000 hours at \$15/bulb (might be able to get bulk discount?) The arc-outdoor wall mount style is preferred by the Committee. Questions/comments/concerns from the Board—Total cost? (fixture, labor, painting repairs, electrician vs on-site staff), Availability of fixture over time? (if entire building matches should be fine?), Are the bulbs available at big box stores or just through Gross Electric? Some residents are against having an exterior light. What are the current costs of the bulbs? Any savings? Are parts hard to get for the current fixtures? The Board will continue discussion during budget discussions.

Approved Motions by Email

City of Ann Arbor Snow Removal Agreement 2020

Motion to ratify the approved agreement was made by Jessica Lehr. Seconded by John Sprentall. Motion carries.

Kramer-Triad Report – Kendra Zunich

Manger's Report is on file. No new sales to report since last month's BOD meeting. Delinquencies have decreased approximately \$5k from last month. Roofing project is moving along. Management will be obtaining proposals from MasterCraft to paint the pool houses and Supreme Deck to power wash & stain the playground gazebos and playground structures. Management will also be putting the fertilizer contract out to bid with other companies.

Management will email the November 2020 financial report when received from the staff accountant.

Continuing Business

Resident Rules

John Sprentall will submit a rule regarding exterior outlets for the Board to consider.

Governing Documents Amendment Wishlist (TABLED)

FHA Approval (Requires amendment to move forward)



Community Building Parking Lot Signage

Legal opinion was obtained from Association's legal counsel (Ed Zelmanski). The Association can put up signage to prohibit non-emergency vehicle traffic, but how will this be enforced? Questions posed by the Board- can the Association charge the commercial building for access through the service road? Perhaps a letter should be sent to owners of the businesses regarding using the service road. John & Jessica will draft a proposal. Dave & Kendra will provide more info to John & Jessica regarding the on-going traffic issues/complaints.

Solar Study Update

Marc Rueter will have a draft for the Board to review before the January BOD meeting. Management will also share with the M & M Committee.

Changing Fiscal Year to Calendar Year

The Board discussed moving the fiscal year to a calendar year. A pro is that the calendar year would be easier for residents. Cons of changing the fiscal year would be that the budget season is shifted from winter to the spring/summer and this is a busy time at the Village. After further discussion, Jessica & Ellen were questioning the benefit of switching to a calendar year. The Board agreed to revisit when things return to normal/post COVID-19, will keep with current fiscal year for 2021/2022.

FY 2021/2022 Budget Discussion

Ellen mentioned she would like the Board to discuss a max increased in fees and make the budget fit, which is the position the Board has taken over the past couple of years. The Board agrees that given the year, the budget should lean more conservatively. Jessica mentioned should would like to reopen the long-term planning discussion. The Budget Meeting is scheduled to be held virtually on Wednesday, January 13, 2021 @ 6:30pm.

Revised Exterior Window Specification

Following changes needs to be made on the exterior window specification—

- Change beige/tan working to almond.

John asked Wallside Windows to send an almond color card to the office. John mentioned he would like to see a rule added to the Resident Rules regarding what happens when you make an exterior modification that doesn't meet the approved specs. Ellen would like the Board to send an email to her with what elements they would like to see outlined in such rule.

Motion to accept the exterior window specification as presented with the color change revision made by Nick Oliverio. Seconded by Jessica Lehr. Motion carries.



Security

Cameras

Based on the information provided by Sgt. Corey Mills, Ring cameras are legal; however, the Board can still ban the use of Ring cameras in the Village because it is personal property. The Board agrees the Association needs to have a security camera specification, but first needs to find the balance between personal security & privacy. Should the Board poll community feedback? John will email articles relating to Ring cameras in Associations for the Board to consider. Next steps are for the Board to gather information, discuss and then poll the community through newsletter, email, TownSq, Facebook page, etc. John will draft a blurb for the newsletter after more Board discussion. Further discussion tabled until January's meeting.

Neighborhood Watch Program

The Board discussed various scenarios to get an informal neighborhood watch program start such as through Facebook pages specific to Village security. General consensus is that the Board thinks it is important for the community to be involved in the "new" community program being rebranded by the AAPD in 2021. The office will send out correspondence to the community when community forums are being held, etc. No concrete actions need to be taken by the Board at this time.

New Business

MasterCraft 2021 Contract Renewal

Motion by Jessica Lehr to accept MasterCraft's 2021 contract as presented. Seconded by John Sprentall. Motion carries.

Community Library

John suggested placing community library box by the pool entrance, exact location TBD. Nick volunteered to construct the library box. Nick will contact Dave (Village maintenance) to use scrap materials. If additional materials are needed, the Board approves \$200.00 to be used towards said materials. After construction, Village maintenance will maintain the structure, books maintained by volunteers.

ADJOURN TO EXECUTIVE SESSION at 8:56pm.

Next Board Meeting: Wednesday, January 27, 2021.

Respectfully submitted by Kendra M. Zunich.