



**Pittsfield Village Condominium Association**  
**Board of Directors Meeting**  
**Wednesday, December 3, 2025**  
**Virtual only**

## Minutes

**Board Members Present:** Ellen Johnson, David Brassfield, Jessica Lehr, Linda Ross, John Sprentall.

**Board Members Absent:**

**Kramer-Triad Management Staff Present:** Kendra Zunich, Tracy Vincent, David Walke.

**Community Members Present:**

**1. Call to Order**

Call to order at 6:04 pm by Ellen Johnson

**2. Approve Agenda**

Motion to table Unfinished Business items A, B, and D.

Motion to accept the agenda as amended was made by Linda and seconded by Jessica. Motion passed.

**3. Open Forum**

- 4. Approval of October Minutes:** Discussed proposed changes. Jessica will send edited/corrected minutes to Tracy. Motion to accept proposed changes was made by David and seconded by John. Motion passes.

**5. Committee Reports**

**a. Landscape Committee, Theresa Moore**

Theresa highlighted discussion points from the December committee meeting.

- Cistern cover now secured
- Sadly, DTE power line work has denuded sections of our border. Per City, unless a business on Washtenaw submits a new site plan, they are not responsible for providing a landscape buffer. This means any remediation is PV responsibility.
- Landscape remediation for the City infrastructure project is part of our contract with the City. They signed an agreement with Superior for needed remediation on Norwood.
- There is a question of whether we need liability waivers for volunteers – Kendra to check with Legal

**b. M&M Committee, Lisa Lemble**

Ellen highlighted discussion points from the December committee meeting. Of note: approval of installation of a heat pump.



- c. **Go Doc Committee**, Ellen Johnson – no December meeting/report.

## **6. Kramer-Triad Report**

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- a. Sales 18 YTD. Prices are trending down.
- b. 75 open work orders / 60 closed work orders
- c. Master Craft contract in tonight's packet for review by the BOD
- d. Unplanned expense report was submitted to the BOD (only one so far this year)
- e. Delinquencies are getting high.
- f. October financials should be released soon.

## **7. Continuing Business**

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- A2 Zero Collaboration Update / DTE Weatherization Program
  - We are working on survey and data collection proposal – thank you to Ellen for all her work on this! Jess collaborating with Jordan at OSI on next steps.
  - Survey contact number: PV office vs. City. We lean towards PV.
  - Data collection: email, postcards, door-to-door
  - Site assessment visit (arranging for DTE contractor visiting a few representative units) – Kendra is already on top of this!
  - FYI to Board that OSI is working to arrange a boring test for Geothermal at Bryant. They will keep us posted so we can attend/learn if desired.

## **8. New Business**

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- a. Mastercraft Coatings – 68 or 66 units? Kendra will confirm. 3.5% increase from last year. No gable ends to do this year. Will painting schedule be affected by the City Project? We were able to plan around it this season. Kendra to remind them of the ongoing infrastructure work. Motion to approve the contract in the amount of \$122,010.00 was made by Jessica and seconded by Linda. Motion passes.
- b. City of Ann Arbor DOM Program-FDD Flow Credit (developer credits for sump pump installations). There is a push for PV to alert residents of this program. Find out what restrictions are. Do they have to use Perimeter to do this work? what is the cost range? What is the cost of connecting to storm drains? Is this covered? Kendra will follow up with Troy.

- 9. Adjourn to Executive Session at 6:39 pm.