



Pittsfield Village Condominium Association
Board of Directors Meeting
Wednesday, January 28, 2026
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: Kat Irvin

1. Call to Order

Call to order at 6:04 pm by Ellen Johnson

2. Approve Agenda

Motion to table unfinished business items: B and D.

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

3. Open Forum

Kat Irvin has a painting she would like to donate to Pittsfield. The artist is Sajeev Vadakoottu on Parkwood.

4. Approval of December Minutes: Motion to approve the minutes from December was made by David and seconded by Linda. Motion carries.

5. Committee Reports

a. Landscape Committee, Theresa Moore
January 13 meeting

- Suggestions on improving programs have been submitted to the Board.
- May 16 is set for the Flower Giveaway.
- Plans for Roundabout.
- Jessica asked what “lawn rolling” is. Theresa explained that it is used to smooth bumps.
- Budget meeting set up for next week. Kendra will record the meeting for board to be able to reference.

b. M&M Committee- Kendra noted that Barb was working on the previous month’s meeting minutes. The Committee will review and approve once Barb has submitted her draft.

c. Go Doc Committee

Ellen will schedule something soon and get back on track.

6. Kramer-Triad Report

- There were 20 total sales in 2025.
- We remain steady at 24% of off-site owners/rental units.
- Maintenance maps are newly updated for budget season.
- Kendra explained an additional round of salt and deicer will need to be purchased due to above-average snowfall this season. This round will be at an elevated rate due to scarcity in supply chain.

7. Continuing Business

- Community building parking lot: Ellen is drafting a letter to the businesses along Washtenaw who use the loading areas in back for deliveries and employee parking. How can we address splitting the cost? Looking for ideas. We do not have to grant access to public access, only emergency vehicles. We will review the legal opinion we received a couple of years ago.
- A2 Zero Collaboration:
 - **Geothermal Test Bore Drilling at Bryant**
No date yet. Guessing mid-Feb earliest. Might be short notice
Event will be for Bryant primarily, but plan to invite us. Discussed Board, staff and Liaison group. Possibly some committee members if space.
Would we like
 - **Tree Maintenance Grant**
discussed having Sean and maybe contractor come to Jan board meeting (now planned for Feb)
 - **DTE Weatherization Program**
Jordan was following up with Kip on contractor (saw he sent info to Kendra)
Have draft materials. Will update with Jordan once we have direction on the data storage and send everything to the Board for review/discussion.
 - **Discussion of Legal options** (see Kendra's email for the 4 options)
All of the options sound reasonable. Let Kendra and Jordan decide (ACTION – Jess to email. Jess will also confirm on destroying all material afterwards)

Q – should we invite Jordan to the Feb meeting to finalize things? – Yes
All are in favor of sending the final plans to Legal for review.

8. New Business

- Pristine Pool chemical pre-buy: total cost is the same as last year. It will be paid in the current budget year. Motion to accept the bid for \$3,092.50 was made by John and seconded by John. Motion passes.
- Tru green spring and fall applications: spring front and sides, fall -rears. Motion by John to accept the contract in the amount of \$4,039.24. Jessica and Linda abstained. Motion passes.
- Superior Mow and Snow 2026 Lawn Contract Extension: composting program has been added to the contract. Motion to accept the contract in the amount of \$129,035.00 for 2026-2027 was made by John and seconded by David. Motion passes.



- Volunteer Liability Waiver: requested by Landscape Committee. This would need to be reviewed by legal. Should Kendra pursue? Discussion. Motion by Jessica to pursue the drafting of this waiver by legal. Linda seconded. Motion passes.

9. Adjourn to Executive Session at 7:08 pm.