



Pittsfield Village Condominium Association
Board of Directors Meeting
Wednesday, July 22, 2026

Minutes

Board Members Present: Ellen Johnson, Jessica Lehr, Linda Ross, David Brassfield, 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 6:02 pm by Ellen Johnson

2. Approve Agenda – motion to accept as presented and seconded by Jessica. Motion carries.

3. Open Forum

a. **PV Residents – none were present or online**

b. **Chris Elenbaas – updates to the current Improvement Project.**

- i. Gas main had multiple leaks, causing delays in the road project
- ii. DTE ripped up new asphalt to make some repairs at Jeanne and Parkwood
- iii. Everything should be paved by August 31 when school starts, except Jeanne and Fernwood, which will remain unpaved for the time being.
- iv. In motion: surveyors came out to the south end of the property/storm sewer & retention pond area. Still need coordination with their environmental team and PV.
- v. The water main is in the ground.
- vi. Water meters: Chris will set up a meeting to get that project a push to get done.

c. **Hugh Johnson, Xfinity/Comcast**

- i. Request by PV to reduce term from 12 years to 8-10 years. We can reduce to 10 years.
- ii. Why did the per unit \$ lower? Comcast is investing more in new developments. There are a lot of changes in the market now. Streaming has become much more popular and widely used. This is a revenue loss for Comcast. They are willing to negotiate this to \$125 per door.
- iii. Reducing exposure at PV? Explained how they get a return on their investment. They continue to offer upgraded service to the community. Protections must remain in place. There have been no real concerns over the last 10 years.
- iv. Scope of maintenance responsibilities of the wiring: issues with the wiring are the concern and responsibility of the co-owner.



- v. Cap on Liabilities: can we establish one? Equipment damage is a rarity. This cannot be done to our agreement.
- vi. Additional efforts in the community: we will try not to overburden the association with our marketing.
- vii. Wifi: they will pull equipment from the property if we request it. If we bring in another provider, they can leave the equipment or remove it.
- viii. Some wording in the contract seems to be written for an apartment complex rather than a condominium. They don't have specific condo language.
- ix. Kendra asked for a revised contract to be emailed to her in the next several days.

4. Approval of June regular Meeting Minutes:

- a. 3.C typo: remind to reminded
- b. OSI: point "3.D.I" – Maggie will be replacing Jordan temporarily.
- c. OSI: I.I: Americorps, not Americore. Maggie is overseeing the volunteers for OSI.
- d. A2 Zero Collaboration: should read DTE Weatherization Survey, plus a typo: analysis. Add that we invited Maggie to the pool party and the pooch plunge, possibly.
- e. motion by David to approve the minutes as amended was seconded by John. Motion carried.

5. Ratify approved Motion via email:

- a. DCAM Proposal for \$19,901.00: motion to ratify the email vote was made by email, made by David and seconded by Linda. Motion carries.

6. Committee Reports

- a. **Landscape Committee**, Theresa Moore
 - i. Boxwoods: an enlarged map has been marked according to the health of the shrubs. Some remain healthier than others. Total removal over time is estimated at approximately \$25,000.00. Kendra will create an online map that can be accessed on the website. there will be a short and a long-term plan set for this project.
 - ii. Raised beds Specification: being revised.
- b. **M&M Committee – no update**
- c. **Go Doc Committee – no update**

7. Kramer-Triad Report

- a. Sales Activity through June presented
- b. Delinquencies remain high
- c. 93 new work orders this month
- d. Deck staining started in June
- e. Waiting for a paint schedule. Do they wash/rinse the buildings before they paint or the paint's adherence to the wood siding? Kendra will reach out to Colin at Mastercraft.



- f. DCAM will submit a schedule soon.
- g. Kendra reached out to RTA about overseeing a siding project. No consultants specialize in this, but RTA has expressed interest in helping us with this.
- h. 3 foundations will be done in September.

8. Unfinished / Continuing Business

- a. Community Building parking lot: revised draft letter was sent to Kendra and will be sent to the attorney for comment.
- b. A2 Zero Update: met with Maggie today. the weatherization survey: we have received 179. We need 212. Maggie will be at the pool party with forms. Maggie is rewriting an article for the August newsletter. Also mentioned was a new program called Green Rental Housing. Kendra has received a webinar link and completed the documentation for Pittsfield. She will send what she has to the BOD.

9. Deferred Items / Pending future discussion

- a. Water Management in the Village
- b. Resident Rules Update

10. New Business

11. Adjourn to Executive Session at 7:27 pm.

12. Next Meeting: August 19.