

TIMBER OAK ASSOCIATION
COMMUNITY NEWSLETTER



DECEMBER
2023

Dear Association Members:

We want to wish everyone a joyful holiday season and a happy and healthy New Year! The Board and REI hope you will find the news that follows to be helpful. Thank you for taking the time to read our newsletter and for your cooperation where required.

Annual Owners Meeting:



The Annual Homeowners Meeting was held on December 4, 2023. Thank you to all homeowners who attended. Attached are the draft Annual Homeowner Meeting Minutes.

Please note, as of January 1st, the monthly common charges will be \$388 (plus \$31 water/sewer for the Danbury homes). Coupons will be mailed to you under separate cover letter. Please note - if you pay online, be sure to change the monthly amount of your payments beginning January 1st. If you have any questions, please feel free to contact Jessica D.

Board Member Election



Thank you to everyone that took the time to send in a ballot for the Board of Directors Elections. Danna Marques & Lorenzo Muratore were re-elected to the Board. Congratulations to Danna & Lorenzo!

Ongoing Projects...



Notification will be sent out with the details and information regarding the water valve replacement program for the next scheduled building which will be 15-20 Paulding Terrace. We will be taking a break with scheduling due to the holiday season, so the next building will not be scheduled until after the new year. Notification will be sent out 2 weeks prior for the next group of units once the date is scheduled. The program continues to run very smoothly! We appreciate everyone's cooperation thus far! If you should have any questions, please feel free to contact Jessica at jdidomenico@rei-pm.net. Your cooperation is greatly appreciated.



REMINDER!!!

SAVE THE DATE: Festive Community Caroling

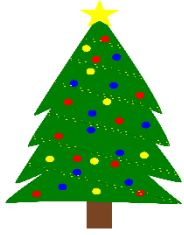
When: Friday December 15th at 7:30 pm

What: Festive holiday singing and light refreshments

Where: Timber Oak Clubhouse

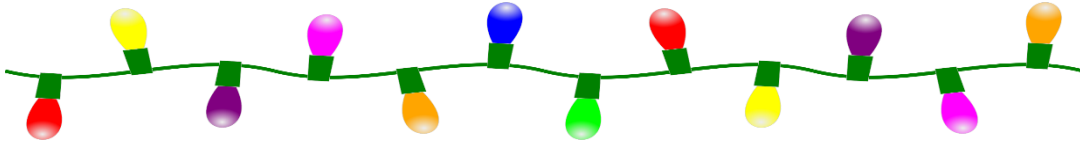
Who: All Timber Oak members, family, and friends are invited to join

Plan to attend: Walk ins are welcome but to help us plan refreshments please RSVP to Pjpalmieri21@comcast.net if you plan on attending.



Christmas Tree Pickup Schedule

The association has arranged for Christmas trees to be removed on Thursday, January 11th, and Thursday, January 18th. Please place trees (all decorations, garland, tinsel, etc. must be removed) at the curb no earlier than the evening of the Tuesday prior to pick up. If you miss both pickup days, you will then be responsible for disposal of your Christmas tree.



General Holiday Decoration Reminders

Many have now decorated for the holiday. Please remember the following rules...

- 1) No decorations or lights are allowed to be hung or attached to any roof or roof line, outside walls, or windows.
- 2) No electrical wires are allowed to cross any sidewalk, driveway or any area that would constitute a tripping hazard.
- 3) No electrical wires are allowed to be hung or placed over trees or bushes.
- 4) No inflatable decorations are allowed on any walkway or common area.
- 5) No external flashing lights or audio music is permitted.
- 6) No items that are hard to remove such as garland, tinsel, or streamers, etc. should be hung from trees or shrubs which could result in damage.

There have been a number of inflatables that have been put up around the community. Please note, these are not permitted. Also, there have been a few units that are putting lights up on the street pole lights, this is also not permitted. Please make sure you adhere to all holiday rules and regulations. Your cooperation is greatly appreciated!

Also, as a reminder, please be conscious of your neighbor if you share an entryway, as all residents may not wish to celebrate holidays the same way. Please do not infringe on their space. **All decorations must be taken down and removed no later than January 20th.**



Tennis Court Closure

The tennis courts will continue to remain open. We will be monitoring the weather to make a decision on when to close it for the season and we will inform all residents.



Snow Removal Reminders...

Snow plowing of roadways and parking areas will begin at one inch of accumulation.

The first effort to clear walkways, front porches and driveways will be completed by 7 am (if snow is present by 1 am). Second effort will begin at end of storm.

Walkways, front porches, and driveways shall be cleared of snow within six hours after end of a storm that is six inches or less; twelve hours for storms of twelve inches or more. Blizzards or ice storms may delay service. These timeframes will also apply to storm drains, hydrants, and mailboxes.

Visitor parking areas may be used to temporarily pile snow to clear roadways and other driving areas. A limited number of visitor parking spots will be retained for visitors during storms. Those parking areas with snow piles will be blown into landscaped areas within 48 hours.

Contractor provides for a 24/7 dispatch service during storms. Dispatchers will be available to our property manager, REI, for all snow inquiries.

Cars parked in driveways will only have snow removed around the vehicle. It is highly recommended that cars be parked inside the garage during snowstorms if possible.

Snow equipment will be housed in various visitor lots throughout the community.

Children should not be allowed to sled in an area where they could end up in the roads due to the inherent dangers of snow removal equipment and general association vehicular travel.



2023 Holiday Trash Pickup Schedule

Christmas Day (2023) Monday- pick-up will be on Thursday.

As a reminder, trash and recycling receptacles are not to be put at the curb any earlier than the night prior to pick-up and must be brought inside the night of trash pickup. If your trash or recycling container is missed on the day of pick up, please contact Jessica D. immediately and she will contact the trash vendor. **Also, please remember all cardboard boxes that do not fit into a recycle container (if you have one) must be flattened and tied up prior to being put at curbside. All newspapers must be bundled and tied up.**

Unit Owners will be fined \$250.00 for the first offense of a violation reported or observed regarding the handling of cardboard boxes and recyclable items. Unit Owners are responsible for the actions of their tenants.

Vehicle Information Form...



The 2024 vehicle information form will be mailed out the first week in January. Please remember this is an annual required form that must be turned in by all unit owners. Even if you turned in your form recently, or have not had any changes to your vehicles, you are still required to provide an updated form. Your cooperation with this program is greatly appreciated.



Mailbox Posting...

Please note, you need prior approval before any signage is posted on any of the mailbox stations. Signs cannot be placed on the mailboxes by residents without prior notification being sent to Management. This request will then be reviewed & approved by the Board. All requests can be sent to Jessica at jdidomenico@rei-pm.net. Your attention to this matter is appreciated.



Ladies Book Club Update...

Please see the attached flyer with a recap of the end of the year book club dinner and information regarding when the meetings will resume in 2024.



Notes & Important Reminders....

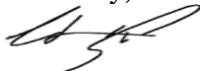
- Pursuant to the Maintenance Standards, all homeowners must winterize their outside spigots, to ensure that the water pipe will not freeze and burst. All you need

to do is turn the water off inside the Unit, then turn the outside spigot on to allow the water to drain out.

- Also, pursuant to the Maintenance Standards, if you are leaving your home for any amount of time, your heat must remain at a minimum of 55 degrees. This will help to ensure that water pipes in your unit do not freeze and burst.
- It is also recommended that you have your fireplace and HVAC system serviced prior to cold weather.
- Please remember that residents shall insure batteries are replaced in all smoke and carbon monoxide detectors twice a year - when daylight savings time begins, and ends is a good time to remember to do this.
- Basement air handlers shall be replaced as needed. HVAC systems should be serviced every spring and fall too.
- Hot water heaters must be replaced within one year of the warranty expiration date or sooner. Although not a requirement, hot water heaters operate more efficiently and will last longer if a hose is attached to the outlet bib and a portion of the tank is drained into the floor drain at least annually, removing rust and other sediment.

All property issues that need attention should be promptly reported to Jessica DiDomenico at REI. Jessica's contact information is jdidomenico@rei-pm.net or (203) 791-2660. Please remember REI has an **emergency number** for off hours and weekends which is (203) 744-8400. Please press "0" for the operator and you will be assisted with your call.

Sincerely,



Arthur C. Stueck II
President

Timber Oak Book Club – 2023 – The Year in Review



December is our month to celebrate the year and we did that in proper form with a wonderful holiday dinner at Gisella's Ristorante on Wednesday, December 6th. 16 of our 21 members were in attendance. A group photo of our evening is included.

Looking ahead: January is an ideal time to join us. The January meeting is scheduled for Thursday, 4th at 7p.m. in the clubhouse. It is "reader's choice" month. This means that you can come and briefly summarize one book you just read, a book from your past that you loved, any book at all. This way there is no pressure to read an "assigned" book during the holidays, but we can still look forward to our January meeting and we will compile a list of the books summarized/recommended as a potential reading list and as a possible selection for an upcoming month in 2024.

Thought it would be interesting to provide a year in review of the books we've enjoyed reading during 2023, along with the authors. Many of these books can be found on the clubhouse library shelves.

2023: year in Review:

January: Reader's choice

February: The One by: John Marrs,

March: Taste: My Life Through Food: by Stanley Tucci,

April: A Slow Fire Burning: by Paula Hawkins,

May: American Dirt: by Jeanine Cummins,

June: The Book Woman of Troublesome Creek: by Kim Michele Richards,

July: The Last Mrs. Parrish: by Lynne Constantine,

*August: Verity: by Colleen Hoover,
September: Black Cake: by Charmaine Wilkerson,
October: Lessons in Chemistry: by Bonnie Garmus,
November: The Book Woman's Daughter: by Kim Michele Richardson,
December: Holiday Dinner*



*On behalf of the entire book club, whatever holiday
you are observing, we wish you peace, health and
happiness!*



Future Board Meeting Dates

The Board Meetings scheduled for 2024 are as follows:

Monday- January 29th
Monday-February 26th
Monday-March 25th
Monday-April 29th
Monday-May 20th
Monday June 24th

Monday- July 29th
Monday-August 26th
Monday-September 30th
Monday-October 28th
Monday-November 25th (owners meeting)

The Open Session for all Board Meetings will begin at **7:00 PM** in the clubhouse. A standard agenda is attached for your review.

A sign-up sheet will be placed outside of the meeting room for your use. The sign-up list will be collected after the Executive Session which will end at approximately 7:00 PM. Only those residents that have signed up will be given the floor to provide the board with comments during the Owners Forum part of the meeting. Please provide your name, address, and topic on the sign-up sheet so that the Board can contact you after the meeting if necessary. Each owner will be given approximately 3-5 minutes to speak. If you feel you need more time, it is suggested that you write to the board in care of REI.

Please be informed - per Connecticut state statues - most fine hearings and fine voting regarding rule violations must be addressed in Open Session.

Board Meeting Protocol for Owners



The board welcomes public participation. Attendance helps the community remain current with board concerns, financial issues, and matters concerning the upkeep of the property. It also provides the board with feedback from the owners.

When the floor is opened for owner comments, speakers are to state their name and address for the record. Owners are to direct their comments to the board. There is to be no cross-talking or arguing among attendees at the meeting. No speaker is permitted to call for votes on any matter during a board meeting.

The board has the discretion to limit the time of each speaker. Generally, 2-3 minutes per speaker is allotted. The chair may allow additional time.

Civil conduct is always expected. The Board will not permit defamatory comments about board members, or any person connected with or living in the community. The Board may elect not to respond to questions asked or statements made at the meeting but will take into consideration the concerns expressed and will respond to the speaker and/or the community as appropriate. Ongoing debates or arguments will not be permitted.

Monthly Board Meeting

Open Session - Agenda

Call to order

Approval of the minutes from the previous Board Meeting

Fine Hearings

Officer Reports

Committee Reports

Management Report

New Business

Old Business

Homeowners Forum

Adjournment

Timber Oak Association

Annual Owner Meeting

December 4, 2023

Draft of the Minutes

Call to order: The meeting was called to order at 6:02 PM. Present from the board were Danna Marques (Board Member/President), Stephen Grey (Board Member/Vice President), Patrick Schappert (Board Member/Assistant Treasurer), and Frank LoCastro (Board Member/Secretary) were present. Lorenzo Muratore (Board Member/Treasurer) attended by video conference link.

Also present was Art Stueck and Jessica DiDomenico from REI Property and Asset Management.

Proof of Notice of Meeting: The owner of 7 Caldwell made a motion to accept the meeting notice. The Owner of 46 Tucker Street seconded the motion. All present voted in favor of the motion.

Reading of the minutes: The Owner of 4 Paulding Terrace made a motion to approve the minutes from the November 28, 2022, Owners Meeting. The owner of 64 Lawrence seconded the motion. All present voted in favor of the motion.

Budget Ratification:

Art Stueck provided a line-by-line presentation of the proposed 2024 budget. Owner questions and comments were fielded during and at the end of the presentation.

The owner of 54 Tucker Street made a motion to approve the 2024 budget as proposed. The owner of 46 Tucker Street seconded the motion. 43 people were in favor of the budget and 20 people opposed. REI to have coupon books sent to owners for 2024.

Old Business – 14 Bainbridge noted that their driveway needed to be addressed as there is a grading issue. REI to issue a work order to have the driveway looked at.

New Business: (note – only action items are documented in the minutes)

The owner of 19 Penny Lane asked if they can be put on the list for drainage issues – in the rear of their unit there is an issue with water pooling in heavy rain and the grass becomes saturated from rain and irrigation.

The owner of 8 Paulding asked if a letter about the insurance deductible increase can be sent out to all unit owners, so they know what coverage is needed for their HO6 policy. REI to draft a letter and send it out to all unit owners.

The owner of 7 Caldwell Terrace made a motion to adjourn the meeting. The owner of 12 Tucker Street seconded the motion. All present voted in favor of the motion. The meeting adjourned at 7:30 PM.