

TIMBER OAK ASSOCIATION  
COMMUNITY NEWSLETTER



2023

Dear Association Members:

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.



**Upcoming Projects...**

- ✿ The 2023 power washing/staining/painting project is set to begin in the middle/end of May (weather permitting). The homes to be done this year are 3-10 Tucker Street, 11-26 Tucker Street, 27-52 Tucker Street, 1-28 Paulding Terrace, and 1-24 Sampson Terrace. Also, included will be the mailbox station on Paulding Terrace, Sampson Terrace & mailbox station across from 41 Tucker Street. Further notice will be forthcoming prior to your unit being completed. If you need deck repairs prior to the project beginning, contact Jessica DiDomenico for assistance.
- ✿ Board Members and REI will be performing a spring inspection in April. This inspection will include looking for repairs needed to the grounds or buildings and rule violations. If you have any concerns to report, please email Jessica D.
- ✿ The Association irrigation contractor will be onsite early April to inspect the system and to address any needed repairs to sprinkler heads. Lawn watering will begin once it is needed based on the weather.
- ✿ The entrance fountain will be turned on for the season in late April.



## **Vendor Updates....**

There have been changes to some vendors that are now servicing the property. Recently the landscaping company, Eastern View, merged with a new company called Gonzalez Landscaping. You may have seen the trucks around the property recently doing the spring cleanup and mulching the beds. There is new management, but many of the workers are remain the same and they are familiar with Timber Oak.

The irrigation company Greenacres also merged with a new company called Teed & Brown. There is new management but again, many of the workers are the same and are familiar with the irrigation system at Timber Oak.

The Board and Landscaping Committee recently reviewed the tree service contract, and they were able to significantly cut the cost of services and a new company was hired - Emmons Tree. Emmons Tree will start working at the property this month.

The Board and Landscaping Committee are looking forward to working with all the new vendors this upcoming season. If you have any feedback for us, send us an email. Thanks.



## **Vehicle Information Form Last Reminder**

Fine hearing letters have been issued for units that are non-compliant with the vehicle information form and all units will now be fined. If your unit is still non-complaint, you can return your form via email at [jdidomenico@rei-pm.net](mailto:jdidomenico@rei-pm.net) or mail it to REI Property Management, 2A Ives Street, Danbury, CT 06810. Please note - failure to submit this form may result in a fine in the amount of \$50.00 per day until the form is turned in.



## **Reminder Key Fob Registration**

As a reminder, the key fob registration program is coming to an end. All key fobs that have not been registered will be turned off in the system. If you miss the cutoff, and you do want your key fobs re-initiated, you will need to contact Jessica DiDomenico.

If your key fobs do not have numbers on them, because they are worn off, you will need make an appointment with me to have your card read and registered. You can schedule an appointment with Jessica by emailing her at [jdidomenico@rei-pm.net](mailto:jdidomenico@rei-pm.net).

If your key fobs still have the numbers on them, all you have to do is provide the numbers on the fob to management via email. You may also take a photo of the key fobs and email them to Jessica with your name and address so they can be registered.



## Pool Season....

The Association is looking for volunteers to help with the pool this year, if you are interested, please contact Jessica DiDomenico at [jdidomenico@rei-pm.net](mailto:jdidomenico@rei-pm.net) for more information.



## Spring Dumpster Day...

The Association has scheduled a spring dumpster day for Saturday, May 13, 2023. **Drop off will begin at 6:00 AM and will end by 1:00 PM (or earlier if the containers are full and must be removed).** The Association will be getting three dumpsters this year. The dumpsters will be placed on the far end of the clubhouse parking lot.

To prevent abuse of this accommodation, various procedures will be in place. We ask that you cooperate with these measures, so we can continue with this program. There are several steps that we will be taking, but of greatest significance will be monitors while the containers are on site. The role of the monitors will be to catch non-residents attempting to dump at Timber Oak, prevent dumping on the ground and not in the containers, and to prevent inappropriate materials from being dumped (such as construction project materials and hazardous substances).

You will be asked to present identification when you arrive at the dumping site. We are attempting to eliminate outsiders from abusing this accommodation which is intended to serve residents only.

Items not allowed: hazardous wastes (gasoline, oil, propane, paints, Freon, etc.), construction debris, AC units, car tires, brush and tree stumps, rocks, cement, and car batteries. If you are going to dump lawn mowers or other similar equipment, they must be drained of all fuel and oil.

If you have any questions or concerns, please do not hesitate to contact Jessica D.



**CAUTION**

It is that time of year again when children will be playing outside more and riding bikes and/or motorized toys. We would like to advise all parents of children who do use these

toys, to be watchful of your children when they are playing outside. It has been reported that children have been seen entering the roadways on these motorized toys. In some cases, coming very close to passing vehicles. Also, please note that no bikes, scooters, or motorized toys should be used on the grass areas.

We would hope that all residents are mindful of this potential danger and to please obey the speed limit and stop signs within our complex.



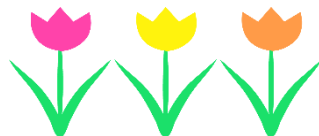
On street parking and residents utilizing visitor & clubhouse parking has continued to be an issue. The association will continue to enforce parking rules.

REI has been and will continue inspecting the visitor parking twice a month to record any vehicles that are seen parked in visitor parking lots and if they come back registered to a unit, owners will receive a warning letter. Any repeat offenders will be susceptible to fines or possible towing expenses.

The association will also be monitoring vehicles parked on the road as this is a safety issue and a violation of the association rules. Please remember not to park vehicles in non-parking areas such as in front of mailbox stations, backout spaces specifically designated for end units and most importantly the emergency access road on Penny Lane. **Any vehicles seen parked on the roadway on Lawrence Ave going towards Mannion's Lane will be stickered for towing with no warning.** Numerous vehicles have been seen on this roadway and have impeded delivery trucks being able to deliver packages in this area.

**Please note - stopping or parking on the roadway when waiting for the bus is prohibited. You must use the clubhouse parking lot when waiting for the bus. If you see a vehicle that is stopped or parked in the roadway, please do not confront the person, but do note the license plate and let Management know so we can follow up with the person in violation directly.**

### **Landscaping Committee Notes & News....**



Planting/Landscape Rules update: Over the winter the Landscape Committee updated the Timber Oak resident planting guidelines and the landscape rules. Please keep an eye out for the two new documents – they are coming soon. The committee asks that all residents carefully read the documents, when released, and review the many changes.

2023 Activity update: Overgrown Juniper bushes and the Twig Dogwoods root bases that have red flags are set for removal in April. Due to budget constraints, only a portion of the Twig Dogwoods will be removed. Our landscape volunteers will be cleaning up and pruning the remaining ones.

New shrub plantings will most likely take place in the fall. Again, due to budget constraints, we cannot plant all needed shrubbery in one year. It will take multiple years to plant shrubs in all locations. Therefore, if at your own expense you wish to plant any shrubs, please complete and submit a request form that you will find in the new forthcoming landscape documents.

Please be reminded that any requests to add or change items in the manicured landscaping beds must follow the enclosed guidelines and must be submitted to the Landscaping Committee, in care of REI, for review.

A copy of the "Request to the Landscape and/or Architectural Integrity Committee" can be obtained on the community website at:

<http://villagesattimberoak.com/website/publish/owners/index.php?Forms-29>

## **Dog Walking Reminders**



We would like to remind all owners to curb your pet along the tree line and or the common lawn areas. Dogs **shall not** be curbed or walked within proximity of the Units, front/rear doors, mulched beds, around the pool and/or clubhouse. Please pick up and dispose of all dog waste in your personal garbage. All dogs must be on a leash with the dog walker holding the leash.



## **2023 Holiday Trash Pickup Schedule**

Memorial Day	Monday	pick-up will be on Thursday
Independence Day	Tuesday	pick-up will be on Thursday
Labor Day	Monday	pick-up will be on Thursday
Thanksgiving	Thursday	pick-up will be on normal day
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 with regard to the handling of cardboard boxes and recyclable items. Unit Owners are responsible for the actions of their tenants.



## Ladies Book Club Update...

Please see the attached flyer regarding the May Book Club meeting and the book that will be discussed.



## Notes & Important Reminders....

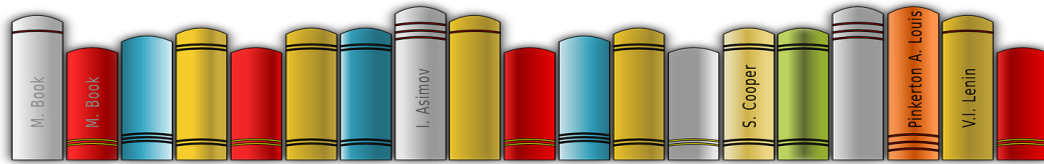
- Please be sure to remind your child when getting off the school bus and walking to their homes, to not climb on any of the trees in the common areas or play in the shrubs around the community. There have been some reports of children continuing to do this and we do not want anyone to get hurt, or any of the trees and shrubs to get damaged. Your attention to this matter is greatly appreciated.
- As the warm weather is approaching, please remember that only gas and electric grills are allowed to be used. All grills are always to be kept 10 feet from the building and privacy walls. There are to be no charcoal grills, smokers, chimneas, fire pits or propane heaters which operate with an open flame, anywhere in The Villages at Timber Oak. Propane tanks may not be stored inside the building structure including the garage. Extra propane tanks may be stored only next to barbeque unit or removed from premises.
- Please note - Timber Oak is a No Trespassing/No Soliciting Community. If you have strangers knocking on your door, please do not open your door and call the police immediately. Also, if you witness any non-residents or strange vehicles, please call the police immediately.
- Please remember if you change your email and or mailing address you must inform REI/Jessica D. so that all correspondence that are sent to you can be received. If you choose to only receive your correspondence via post mail, you must inform Jessica so she can update your file.

All property issues that need attention should be promptly reported to Jessica DiDomenico at REI. Jessica's contact information is [jdidomenico@rei-pm.net](mailto: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.

If you need to contact Jessica for assistance, her email address is [jdidomenico@rei-pm.net](mailto:jdidomenico@rei-pm.net). If Jessica or I can assist you in any way, please let us know.

Sincerely,

Arthur C. Stueck II  
President



## **Timber Oak Ladies Book Club**

The Timber Oak Book Club continues to move forward and make book choices for the coming months. At the time this "recap" was submitted for printing in the T.O. newsletter, we had not yet met for our April 6th meeting to discuss bestselling author, Paula Hawkins' mystery/thriller book, A Slow Fire Burning. We hope it was a successful choice and that our members enjoyed it.

Looking ahead to our May meeting, the book we will be reading and discussing is American Dirt. This is a 2020 novel by American author Jeanine Cummins. The book is about a Mexican bookseller who is forced to flee as an illegal immigrant to the United States, along with her 8-year-old son, when her entire family is gunned down after her journalist husband publishes an expose on a local drug kingpin.

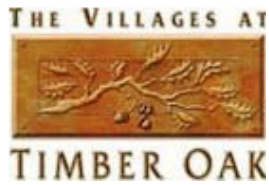
Immigration is a hot, political topic that garners lots of strong opinions on both sides of this still unresolved issue. This is just one story, and one woman's struggle to escape to the safety and freedom of the United States with her child. This will definitely be a wonderful book to discuss at the May 4th meeting, and as always, we welcome anyone interested in joining us. Over a dozen copies of this book are being held at the circulation desk of the Bethel Library for book club members.

If you are interested in reading it and joining us on May 4th, you simply need a library card and to identify yourself as a Timber Oak resident/book club member, to sign out one of the copies of the book that they are holding for us.

Our meetings are the first Thursday of each month, at 7pm, in the clubhouse.

If you have any questions, or are interested in joining us, please email [gerrisnow@att.net](mailto:gerrisnow@att.net)

Happy Reading!



**TIMBER OAK ASSOCIATION**  
c/o REI Property Management  
2A Ives Street  
Danbury, CT 06810  
(203) 791-2660



### **Future Board Meeting Dates**

The Board Meetings scheduled for 2023 are as follows:

Monday, April 24 <sup>th</sup>	Monday, September 25 <sup>th</sup>
Monday, May 22 <sup>nd</sup>	Monday, October 23 <sup>rd</sup>
Monday, June 26 <sup>th</sup>	Monday, November 27 <sup>th</sup> (Owners Meeting)
Monday, July 24 <sup>th</sup>	
Monday, August 28 <sup>th</sup>	

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 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 expected at all times. 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

**The Villages at Timber Oak Association  
Board Meeting – Open Session**

**February 27, 2023**

**Approved Minutes**

The meeting was called to order at 7:07 PM. Danna Marques (Board Member/ President), Stephen Grey (Board Member/Vice President), Lorenzo Muratore (Board Member/Treasurer), Patrick Schappert (Board Member/Assistant Treasurer), and Frank LoCastro (Board Member/Secretary) were present.

Also, present was Art Stueck from REI Property and Asset Management and Jessica DiDomenico attended via video conference.

**Ratification of the minutes:**

Danna Marques made a motion to accept the Open Session Minutes from January 23, 2023, meeting. Steve Grey seconded the motion. All present voted in favor of the motion.

**Financials:**

The January 31<sup>st</sup> financials were reviewed. REI to run a GL report for budget line item 7515 to see what large invoice hit that account in January.

**Hearings:**

There were no hearings.

**Warnings/Fines:**

REI to send a fine hearing letter to 17 Bainbridge regarding the rocks in front of the unit that have not been removed.

**Proposals:**

Danna M. made a motion to approve the proposal from Bartlett Tree for the removal of three trees for \$900 plus sales tax. Steve G. seconded the motion. All present voted in favor of the motion. REI to inform Bartlett to schedule the work.

Patrick S. made a motion to approve the proposal from Eastern View for the juniper removal, dogwood removal and the ornamental grass transplanting to not exceed the total amount of \$8,300. Danna M. seconded the motion. All present voted in favor of the motion. REI to confirm the proposal pricing will not exceed approved amount and obtain a formal proposal for the ornamental grass from Eastern View which should not exceed \$2,144.

REI to obtain more painting proposals for the interior of the clubhouse.

**REI's follow-ups and new business:**

REI to update how many rented units remain non-compliant with providing an updated lease copy.

REI to follow up with the engineer to schedule an appointment with 58 Lawrence Ave for the structural inspection of the unit.

REI to pend the window cleaning in the clubhouse until after the interior of the clubhouse painting is completed.

REI to follow up with Marty Flynn to get a start date for the valve replacement program that will be starting in the spring.

REI to continue to work on setting up the remaining electric bills with Constellation Energy.

REI to schedule the fire sprinkler inspection in the clubhouse.

REI to schedule the fire extinguisher inspection for the clubhouse.

It was noted that the tennis court opening date would be March 15<sup>th</sup> weather permitting. REI to have the fob system turned on for the gate and the net installed.

REI to email Jackie on the Landscaping Committee to get dates and times for when the vendor meetings should start to take place each month.

REI to obtain pricing for pool bracelets.

It was noted that the Landscaping Committee is still working on using a sharpie marker to note unit numbers on the rear decks of units on the bottom corner of the deck post.

It was noted that the Security Committee is still working on investigating possible options for allowing the installation of cameras in the rear of units. They will gather some information and present it at the March meeting.

### **New Business:**

It was noted that going forward, all camera installations on the garage would be inspected after approval is given to ensure that the rules are being followed on how they are to be mounted. REI to update the approval letter to note that after installation is completed, the unit owner must contact management so they can come out to inspect the installation.

### **Homeowner Forum (note – only action items are documented in the minutes):**

REI to add to the newsletter a reminder about not feeding wildlife or having bird feeders outside of the unit as they attract rodents.

REI to draft a letter to all the units that have the main water shut off in their units to make sure they are aware they that have them, and where they are located.

It was noted that Drew Ninos, 19 Caldwell, will contact the Danbury Fire Department to see if they would check all the fire extinguishers in the clubhouse at no cost. Drew N. to notify REI once he gets the information.

A motion to adjourn was made by Danna M. at 8:14 PM. Frank L. seconded the motion. All present voted in favor of the motion.