

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...

- Just a reminder, 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 stations on Paulding Terrace, Sampson Terrace & the 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.



Completed Projects...

- The entrance fountain has been turned on for the season.

- ✿ The association's lawn irrigation contractor has inspected the system and will address any repairs that are needed. Lawn watering will begin based on weather conditions.



Reminder Key Fob Registration

As a reminder, the key fob registration program has ended. All key fobs that have not been registered are now turned off in the system. If you missed 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 to have your card read and registered. You can schedule an appointment with Jessica by emailing her at jdidomenico@rei-pm.net.

If your key fobs still have the numbers on them, all you must 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. With pool season coming up, it is important that you register your fob as soon as possible or you will not have access to enter the pool.



Pool Season....

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

The 2023 pool will be open on Memorial Day weekend. The pool will be open daily from 9:00 AM to 8:30 PM.

As a reminder anyone under the age of 16 must be accompanied by an adult **at all times** while in the pool area.

Only **four guests per unit** are allowed at the pool.

Hoverboards, bicycles, scooters, motorized vehicles, etc. are not allowed within the pool area. Please leave all such items outside the pool gate.

Please close the umbrellas prior to leaving.

Please remember to remove all personal items - towels, toys, sun block lotion, etc. - when leaving the pool area.

No diving or jumping into the pool is allowed. Toys, such as beach balls, sport balls, dolls, action figures, non-water approved toys, water guns/shooters are not allowed. Toys permitted are diving rings, noodles, goggles, swim masks/snorkels. Only two toys per child are permitted in the pool at one time.

The remainder of the pool rules are noted on each gate, please review, and make note of them. If you observe any rule violations, please complete the rule violation form, and forward it to Jessica DiDomenico at jdidomenico@rei-pm.net.



Spring Dumpster Day...

A reminder, 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 at 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.



Window Screens...

Please remember window screens are a unit owner's responsibility to replace. If you have ripped or missing screens, please have them repaired or replaced so they are uniform with the rest of the community.



Firework Policy Reminder....

The use of pyrotechnics/fireworks is strictly prohibited anywhere within Timber Oak.

Please note, per the Association Bylaws Article V - Enforcement - Section 5.2 Fine for Violation. By resolution following Notice and Hearing, the Executive Board may levy a fine of up to \$50 per day for each day that a violation of the Documents or Rules persists after such Notice and Hearing, but such amount shall not exceed that amount necessary to ensure compliance with the rule or order of the Executive Board. In the case of the use of pyrotechnics/fireworks, the Executive Board may levy fines in the following amounts – first offense \$250, second offense \$500 and third offense \$1,000.



Solar Light Reminder....

The Board approved two types of low-profile solar lights as well as solar deck post lights for the rear decks. As a reminder you can fill out the authorization form for both items if you are interested in installing these lights. Please note that you cannot proceed without having first received written confirmation from REI on behalf of the Board of Directors. These solar lights must be installed in the front or rear mulch area of the unit/walkway only and must be 4-5 feet apart. No lights can be placed in the common areas, grass areas, or around trees. The solar deck post lights must be installed on the rear deck post only. No other lights are permitted to be installed/strung on the deck rails or any portion of the buildings.

You can obtain these request authorization forms from the Timber Oak Website here:

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

or email Jessica at jdidomenico@rei-pm.net for a copy. All other solar lights other than the approved lights on the forms are not permitted. If you have any questions, please feel free to contact Jessica.



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

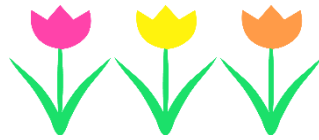
REI has been and will continue inspecting the visitor parking twice a month to record any vehicles that are seen parked in visitor parking lots and if they come back registered to a unit, owners will receive a warning letter. Any repeat offenders will be susceptible to fines or possible towing expenses.

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....



Please review the proposed new landscape guidelines and rules that were emailed two weeks ago by REI. The committee asks that all residents carefully read the documents for changes. REI and the landscape committee will be walking around to check for any violations in the next two weeks. Please be aware of such things as removing dead plantings and properly storing unused planters and pots.

Overgrown Juniper bushes and Twig Dogwood root bases that have red flags will now be removed in May. 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 during the summer.

Emmons tree will be removing several dead trees from the property on June 1st and June 2nd.

Landscape volunteers will be removing dead shrubs around Lawrence during the month of May. This was the one area we didn't get to last year.

New shrub plantings are scheduled for the fall. Due to budget constraints, we cannot plant all needed shrubbery in one year. It will take multiple years to plant shrubs in all locations. As a reminder, if at your own expense you wish to plant any shrubs, please complete, and submit a request form to REI.

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>



Community Trash

We would like to remind all residents that trash, and debris should be disposed of properly and not left in any part of the common areas. This includes the tennis courts, pool area, fitness room and clubhouse. There have been numerous wrappers, food bags, plastic water bottles and even glassware that have been left in the common areas. Please be courteous and clean up after yourself. Let us all work together in keeping Timber Oak a beautiful community. Your attention to this matter is greatly appreciated.



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 regarding 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 June Book Club meeting and the book that will be discussed.

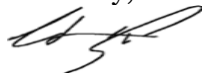


Notes & Important Reminders....

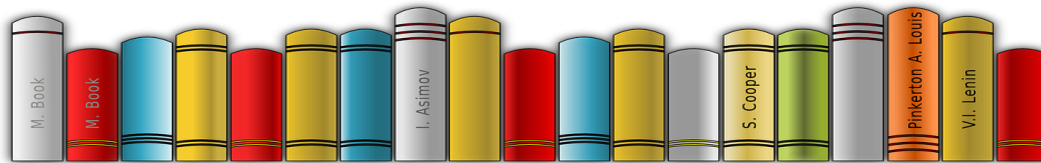
- As the warm weather is approaching, please remember that only gas and electric grills are allowed to be used. All grills are always to be kept 10 feet from the building and privacy walls. There are to be no charcoal grills, smokers, chimneas, fire pits or propane heaters which operate with an open 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.
- If you are planning on using a canopy/tent or awning type structure on your back deck for any events you have at your home, please remember they must be put away after each use. These structures are not permitted to be permanently affixed to the building or deck area or left out overnight.
- Please remember the window well access area is meant for an exit during an emergency. There should be no items stored in this area and the window well cover should not be strapped down in any way on the outside to block access during an emergency.
- Please remember if you are setting up a basketball hoop in your driveway, it must be removed and stored away when not in use. They are not permitted to be left outside overnight.

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 Ladies Book Club

The next meeting of the Timber Oak Book Club will be Thursday, May 4th, at 7pm in the clubhouse. The book we will be discussing is American Dirt. There are still copies available at the front circulation desk of the Bethel Library if you would like to read it.

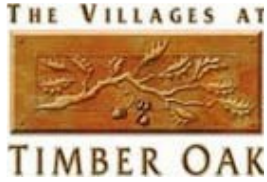
If you receive this newsletter after that date, you may still join us for our June meeting, Thursday, June 1st, when we will be discussing the book, The Book Woman of Troublesome Creek. Copies of this book are starting to arrive from other libraries and will be held at the Bethel Library Desk under "Timber Oak" book club.

We continue to experience great attendance, new members, have great discussions, and always a great opportunity to meet others from our complex. We welcome any residents to come and give us a try.

We have also added some great books to the library shelves in the clubhouse and are always looking for book donations of recent best sellers and releases, or books that are/were popular as well as classics. Please do not leave them in the clubhouse. You can drop them off at 6 Penny Lane or email me at gerrisnow@att.net and I will make arrangements to pick up from you. This way our members can go through them, stamp them as T.O. Library books, and weed out what will end up being book donations to the library.

Our book club meets the first Thursday of each month at 7 p.m. in the clubhouse.

If you have any questions at all, please feel free to contact me, Gerri Snow, at gerrisnow@att.net



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, May 22nd

Monday, June 26th

Monday, July 24th

Monday, August 28th

Monday, September 25th

Monday, October 23rd

Monday, November 27th (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 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**

March 27, 2023

Approved Minutes

The meeting was called to order at 7:02 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 Jessica DiDomenico from REI Property and Asset Management.

Ratification of the minutes:

Patrick S. made a motion to accept the Open Session Minutes from February 27, 2023, meeting. Danna M. seconded the motion. All present voted in favor of the motion.

Financials:

The February 28th financials were reviewed.

Hearings:

There were no hearings.

Warnings/Fines:

Lorenzo M. made a motion to post the \$50 fine to 17 Bainbridge for not removing all the remaining rocks from in front of the unit. Steve G. seconded the motion. All present voted in favor of the motion. REI to post the fines and inform the unit owner.

Patrick S. made a motion to post the fines for all remaining units not in compliance with the vehicle information form program. Steve G. seconded the motion. All present voted in favor of the motion. REI to post the fines and inform the owners. REI will send them another fine hearing notice.

Proposals:

Danna M. made a motion to approve the proposal from Emmons Tree for various tree removals in the community in the amount of \$6,477. Patrick S. seconded the motion. All present voted in favor of the motion. REI to schedule with Emmons and get the deposit processed to have the work started.

It was noted that Jackie from the Landscaping Committee will contact Gonzalez to get the extra landscaping proposal work revised so the total does not exceed the \$8,300 that was previously approved at the February meeting.

REI send over the clubhouse painting proposals to the Board once they are received. It was noted that Danna M. has another contractor that is willing to provide a proposal and will schedule a time for him to come to the clubhouse to take a look.

REI's follow-ups and new business:

REI to follow up and get the last two units lease copies for the rented units.

REI to follow up with the engineer to get a report of the inspection for 58 Lawrence Ave for the structural inspection and forward it to the board once received.

REI to schedule with the plumber to start the valve replacement project in two weeks. It was noted he would do one building per week and would start at 3 Tucker and work his way around until all units are completed. REI to draft a letter for the first building to notify when the appointment will take place. It was noted that the board would like each unit owner to pay the plumber directly at the time of service.

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 power washing and deck staining project will begin soon. REI to get the list over to the vendor for what units that are scheduled to be done this year. It was also noted that the board would like to obtain pricing from other vendors for next year's power washing and deck staining. REI to add this to the tickler.

REI to issue a work order to have the strips drains and yard drains cleaned out.

REI to add the insurance coverage reminder to the April newsletter.

REI to issue a work order to have the ice melt buckets removed from the mailbox stations and have them stored in the clubhouse basement.

REI to schedule the spring dumpster day with Oak Ridge for Saturday May 13th for three dumpsters. REI to have a contractor scheduled to monitor the program.

REI to get quotes to have the decks stained for unit 43-50 Tucker that had the deck boards replaced last year.

REI to inform Bartlett Tree that they should only move forward with the needle cast treatment but not the fertilizer treatment.

It was noted that a majority of the Security Committee is no longer participating. REI to confirm with the Security Committee who is still a part of the committee. REI to add a blurb in the newsletter to see if anyone would want to volunteer for the committee.

New Business:

The Board agreed to send the approval letter to 19 Tucker Street for their request to use their home address for their place of business. REI to note in the approval letter that the Timber Oak Board of Directors reserves the right to terminate this approval at any time should they feel any of the terms are violated or other related matters are brought to their attention by residents of the community. REI to send the approval letter.

REI to inform 14 Bainbridge that the repairs to the wood trim on their door caused by the screen will not be repaired by the Association. Also, they will need to send in a request form for the

screen door so it can be inspected to make sure it is an approved screen door for the community, as there was no previous approval for the door in the unit file.

REI to add a reminder in the newsletter that kids should not be riding their bike/scooters on the grass areas.

REI to get pricing for patching the driveway at 34 Caldwell and to note any other driveways that may need patching after the spring walkaround to add to the list for pricing also.

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

9 Bristol Terrace raised concerns about security in the rear of the units. REI to obtain pricing for a fence to be installed at the rear of Bristol Terrace. It was noted that the Board will review the placement of cameras in the rear of units.

REI to obtain pricing for parking registration stickers to be placed on vehicles.

A motion to adjourn the meeting was made by Danna M. at 8:05 PM. Lorenzo M. seconded the motion. All present voted in favor of the motion.