Summit Village Annual Unit Owners' Meeting

November 5, 2026

Unit Owners in attendance: Andrew Bayer (Village President); Margaret Unfried (Village Vice-President); George Holland (Village Treasurer), Sharon Graves (Village Secretary), Mary Ann Hinckley (Village Director), Mary Ann DeTullio (unit 2105), and Alan & Lisa Tarsi (unit 2101). These 8 attendees represent 7 village units. Proxies were submitted by the following unit owners: Patricia and Ed DeBellis and Serafina Canterino.

1. The sign-in process commenced at 6:50 p.m. Eight unit owners were in attendance. In addition, proxies were submitted by the following unit owners: Ed and Patricia DeBellis and Serafina Canterino.

2. Village President Andrew Bayer called the meeting to order at 7:00 p.m. Proof of notice of meeting was confirmed by those present who were in receipt of either snail mail, e-mail or posted notice.

3. Mary Ann DeTullio made a motion to suspend the reading of the last Summit Village Annual Unit Owners' Meeting from November 5, 2025 since all had received them with the meeting notice distributed by the property manager. Alan Tarsi seconded the motion. Without objection, the meeting minutes from the November 5, 2025 Summit Village Annual Unit Owners' Meeting were accepted and approved.

4. Andrew Bayer stated that the primary purposes of the village's annual meeting were: a) to elect director(s) to fill current openings on the village board (The terms of Margaret Unfried, and Sharon Graves are expiring b) to elect the Village Board's Officers (President, Vice-President, Secretary and Treasurer) c) to elect the Summit Village's representative to the Master Board and d) to provide Summit Village unit owners the opportunity to ask questions and discuss issues impacting both the village and larger community.

5. Andrew Bayer reviewed with those present the governance structure of the village (including the responsibilities of each village director) as well as the governance and committee structure of the larger Sterling Woods II community (current larger community-wide committees include: Landscaping, Maintenance, Hearing, Treasurers, Pool and a reactivated Social Committee. The Clubhouse Refresh committee is on hiatus. In addition, there are important sub-committees related to upcoming major reserve projects: stoop replacement; roof, and deck replacements. Finally, there are two committees of-the-whole: Irrigation Extension and Reserve Study. Andrew then reviewed the major accomplishments of the larger community during the last year which included: Repaired and/or replaced several failed catch basins throughout the community; Added drainage behind the 1800 Bradford Building; Repainted 13 mailbox stations and rebuilt one other due to its being destroyed in an auto accident (others will be painted annually); Power washed the buildings and decks and restained the decks in both the Birches and Maples; Power washed the Platinum Clubhouse; Restained the guardrail at the end of Revere Road; Painted the metal handrails in Elms, Oaks & Maples Villages (in 2027 we will doing the same in the Summit & Willows); Managed and Provided Oversight of Phases II & III of the Stoop Replacement Project (at the end of 2026 45 stoops will remain to be replaced. The project will end in 2028); Arranged for painting, caulking and concrete work (including the replacement of walkway sections) throughout the community as identified by the Maintenance Committee; Researched, developed and refined a policy on surveillance camera use based on unit owner feedback; Investigated, negotiated and approved an easement to Eversource to move a gas regulator station from the bottom of Nabby Road to an area off our emergency access road for the sum of $75,000;

Held two Dumpster Days (1 in both the Fall and Spring an additional one is scheduled for XMAS tree removal at the post-holiday season); Reactivated a dormant community-wide social Committee; Conducted a Vaccine Clinic in the early Fall; Extended the pool season until September 27th (well beyond the traditional closing on Labor Day); Investigated the efficacy of, interviewed, and contracted eventually with a new snow removal vendor for the community given that his bid for like service was highly competitive; Followed through with local officials and government representatives to make the case for an exception to watering restrictions in Danbury (this will help save our trees and plantings in the entrance way and in front of the clubhouse; Secured an updated Reserve Study so that we can refine the timeline for major capital projects and determine the means to pay for them; Investigated what repairs are needed to the pool arbor/pergola to make it safe and plan for its repair or replacement; Upgraded the surveillance camera set-up at the clubhouse and added additional cameras to the system.

In the "things to come" category we will…..: assure that all gutters are cleaned out post leaf drop (in a few weeks); hold an additional Dumpster Day for Christmas Tree disposal following the holiday; In addition, we will be monitoring the work of the new snow vendor throughout the winter season and monitoring the work done by Eversource to make certain that it is in accordance with our agreement with them. In addition, we are investigating the benefits and potential concerns with entering into an exclusive marketing agreement with Frontier which could bring in significant additional annual income.

6. As current vice-president, Margaret Unfried reported on the activity of the Community's Hearing Committee (on which she sits as our village's representative). There was just one hearing conducted between the last Village Annual Meeting and this evening. Without going into the specifics of the case (which we are not permitted to do), the hearing theme centered around compliance with a rule related to our landscaping standards.

7. George Holland, the village's treasurer who represents our village on the Community's Treasurers committee, reviewed the budget development process for those unfamiliar with it in addition to clarifying how SW I and SW II split certain expenses. The 2027 Budget will be presented by the Treasurers committee and approved by the Master Board at its next meeting. It will then be presented to all unit owners at the Annual Meeting in December. Next, he reported on the status of the 2026 budget. We have not had any claim submissions to our insurance carriers which means that we are now establishing a positive history on which they will base future premiums. While other communities have faced increasing premiums, ours have been going down as a result of the huge increase of several years ago but also in recognition of our good track record recently. The largest part of our budget is the contribution from our operating budget to our reserves which enables us to address capital needs without assessments. George explained the importance of a recently conducted update of our Reserve Study and how we use it to guide decision-making. Upcoming major projects include deck replacement (which we are able to keep postponing), road repaving (maybe 5 years out) and the big one (siding and windows another 10+ years out). It is likely that the Treasurers Committee will recommend an increase of between 3-5% in our HOA charges as we need to keep in mind that costs are increasing at a rate of between 3-4% per year. George ended by stating that any surplus at the end of a budget year should be added to our reserves to help defray the costs of upcoming projects.

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8. A motion was made (and passed) to waive the need for an Inspector of Elections since it appeared that the number of nominees for Village Board openings did not exceed the number of vacancies on the Village Board.

9. Election to the Village Board of Directors – Margaret Unfried and Sharon Graves were nominated and re-elected to the Village Board of Directors and will each fill two-year terms.

10. Andrew Bayer was nominated and elected to serve as Village Board President, as well as the Village's representative to the Master Board; Margaret Unfried was nominated and elected to serve as Vice President of the Summit Village and its representative to the community's Hearing Committee; George Holland was nominated and elected to serve as the Village's Treasurer and village representative to the community's Treasurers Committee. Sharon Graves was nominated and elected to serve as the Village's Secretary. Mary Ann Hinckley will serve as a director "at large".

11. There were no "unfinished business" items from last year's annual village meeting.

12. New Business items included the following: There was no new business brought before those in attendance at this annual village meeting.

13. Open Communication from attendees included stating concerns or seeking information on the following: a) Parking issues remain problematic within the Summit. It appears as though visitor spaces are being routinely occupied by owners when their own driveways appear "open". The impact is that legitimate visitors then do not have a place to park. Several attendees promoted the idea that Kim make more frequent tours of the area and address these apparent violations. Andrew responded that while this was a seemingly easy fix, it is not due to Kim's work hours, the number of potential unit owner vehicles that she'd have to verify and any number of legitimate reasons why a unit owner may be occupying a visitor spot temporarily. He reiterated that evidence over a period of days (or on numerous occasions) is needed. It sounds like those in attendance know whom the violators may be. You need to take photos of the cars that are in visitor spaces while their unit's driveway is vacant (also photographed). He suggested that this evidence be for a number of days or occasions since there may be a legitimate explanation for a single day's usage. Those in attendance responded that completing a violation form (accompanied by photos) will cause friction among neighbors and they would prefer that a more neutral party, like Kim, be tasked with the reporting.
    b) Several of those present expressed frustration with Landscaping issues. One party explained that they have not been able to communicate with the landscaping committee directly. They have no idea who is on the landscaping committee and have not been able to get that information from the property manager. They wish to meet with the committee, to clarify their (mis)understandings, and express their concern(s). They have not been given any details as to whom to contact and how they might be able to attend one of the committee's meetings. Kim was no help. There seem to be inconsistencies in how landscaping is handled throughout the community and it doesn't make sense to the unit owners. The owners were asked to write a letter to the Landscaping Committee via Kim delineating their questions and concerns and to CC Andrew as Village President and Master Board representative.
    c) Music has been heard at all hours of the night and is disturbing the sleep of those living in the Summit. Calls have been made to the local police in search of some ability to sleep. It was believed that the music emanated from within our complex or from another complex along Nabby

Road. We have come to learn that the music is being generated from the commuter parking lot off White Turkey Road Extension. Huge speakers are projecting the music while those assembled "party". It is especially audible in the warmer weather months as the breezes or still air allow for easy transmission of the music directly up the hill to our community. If one hears and is disturbed by this, one needs to contact the Connecticut State Police since the commuter lot is located off a State Roadway. The CT. State Police # is: 203-267-2200. The extension to reach "Dispatch" is: "7". The location to provide the dispatch Trooper is: White Turkey Road Extension Commuter Lot.

14. A motion to adjourn was made by George Holland and seconded by Andrew Bayer. The meeting was adjourned at 8:00 pm.