



**Rolling Oaks Homeowners Association**

Meeting #4 – September 17, 2024

VIA In-Person at RPM office 11am

**Attended:**

Maureen Ruane	Ruane Property Management	<a href="mailto:maureen@ruanemanagement.com">maureen@ruanemanagement.com</a>
Matthew Veilleux	Ruane Property Management	<a href="mailto:matthew@ruanemanagement.com">matthew@ruanemanagement.com</a>
Tony Bonaventura	Trustee	
Sue Henrickson	Trustee	

**Meeting Highlights:**

- Ruane Property Management has taken over management services as of May 1st.
- Ruane Management address: 100 Grove St. Suite 302, Worcester, MA 01602
- Annual Owners Meeting will take place in November. Date and location information will be sent via email.

**Next Meeting Date**

**Tuesday, October 22, 2024**

**11:00am**

**Old Business:**

**1.1 New Management Services**

Ruane Property Management has taken over management services for Rolling Oaks Homeowners Association as of May 1<sup>st</sup>. All inquiries regarding billing, invoicing, property issues and/or emergency calls should be directed to Ruane Property Management (RPM). Our office hours are Monday through Friday, 8:30 a.m. to 5:00 p.m. During non-office hours, for emergency purposes only, there is someone on call that can be reached through calling our business line 24 hours a day, seven days a week.

Within the Welcome Letter sent out in March there are instructions on how to submit your condo fee payment.

**1.3 Rolling Oaks Website**

RPM has created a website for Rolling Oaks through RPM's webpage. The Rolling Oaks website includes information such as current condo documents, insurance policies, meeting minutes and notices. You can also submit a work order request through the new website. To log into the new website, please go to

100 Grove St, Suite 302, Worcester, MA 01605 ☎ ph 774-243-1222

[maureen@ruanemanagement.com](mailto:maureen@ruanemanagement.com) [matthew@ruanemanagement.com](mailto:matthew@ruanemanagement.com)

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<http://www.ruanemanagement.com>. At the bottom on the home page, click on “Ruane Management Client Login.” Choose Rolling Oaks and enter password “Oakwood”.

**2.1 Tree Trimming**

There are some trees that need to be trimmed behind the units. Ruane to acquire quotes for needed work.

Ruane and Board to meet with Arborist on site to determine needed work.

**2.2 Tennis Court**

The Tennis Court needs some repairs. Ruane to acquire quotes and schedule needed work for either summer of 2024 or summer of 2025.

**This work will take place after the tree line is cut back near the tennis court.**

**2.3 Pressure Washing**

Pressure washing of the entire complex is to take place this year. Ruane to acquire quotes for needed work.

**This work has been completed. Please note that certain black spots may still be noticeable on your siding. These black spots are known as artillery fungus and cannot be removed by normal pressure washing. Artillery fungus is a fungus that grows on rotting wood in moist environments. Its ideal conditions are in cool spring and fall weather climates where the temperature is between 50 and 70 degrees Fahrenheit. One of the places where it is most found is mulch. The moist, chipped up wood is the perfect place for the fungus to grow.**

**When artillery fungus reaches maturity, it forcefully ejects its spores high into the air. These spores can travel as far as 20 feet and are particularly attracted to light, which is why your siding is a common place for them to land. When they do land, the spores will grow into those black dots in a matter of hours.**

**Artillery fungus also cannot be removed with normal pressure washing or soft washing. The stubborn fungi cling on even with high pressure or excessive soap. Each spec will need to be scraped off and then the brown stain left behind will need to be scrubbed off.**

**2.5 Water Drainage**

It was noted that excessive amounts of water will form at unit 97 after rainfall. Ruane and Trustees to investigate and provide feedback for the unit owner. Driveways are a homeowner’s responsibility to maintain.

**2.6 Rules and Regulations**

Trustees will review current Rules and Regulations. As technology evolves and becomes more affordable, discussions will take place pertaining to security cameras and motion sensing lights. Currently, these items are not permitted and all changes to the common areas must be approved by the board of trustees. Current installation of these items without written approval from the board of trustees is considered a violation. Security doorbells such as ring, chime, blink, etc. are currently permitted and may be used/installed.

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- Signs, including decorative and for sale signs, are not permitted with the common area. This includes signage that is placed within the homeowner’s unit facing outward to the common area.

**New Business:**

**4.1 Board Election**

There are currently open spots within the Board of Trustees. If you are interested in serving upon the Board of Trustees please reach out to Maureen at [maureen@ruanemanagement.com](mailto:maureen@ruanemanagement.com)

**4.2 Detention Area**

The detention area around 107 Blithewood was backed up by the inflow and outflow drains and in need of repair/cleaning. Quality Stone Masonry was approved to do needed work and completed this early in September.

**4.3 Annual Owners Meeting**

The Annual Owners Meeting will be held in November. More information to follow as it becomes available.

**4.4 Deck by Pool House**

The deck near the pool house needs repair/replacement. Ruane and Board to investigate options for this area. Please be mindful when walking through this area as the boards may be slippery when wet and can possibly break.

**Friendly Reminders:**

**1.4 Trash Barrels**

Please remember to store your trash barrels in your garage. The containers are to be placed at the curb the morning of a scheduled pick up and removed the same evening. Please refrain from placing your trash containers outside the night before pick-up.

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**11:00am**

Respectfully submitted,

Ruane Property Management  
Rolling Oaks Homeowners Association  
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Rolling Oaks Homeowners Association  
By Ruane Property Management LLC, its Agent

A handwritten signature in black ink, appearing to read 'Maureen Ruane', with a stylized flourish at the end.

Maureen Ruane  
Property Manager