

**Whittingham Homeowners Association
Open Workshop Meeting Minutes
Monday June 15, 2026 at 6:30 PM
Towne Centre Ballroom and Zoom**

I. Call to Order

6:30pm

II. Pledge of Allegiance

III. Roll Call

- Whittingham HOA Board of Trustees
 - Jay Respler, Vice President, Bob Brown, Secretary, Kathy DeDonno, Treasurer, Joe Atanasio, Trustee, Cathy Clarken-Gleason, Trustee, Jeff Simonsen, Trustee
 - Absent: Tom Clark, President
- Management
 - Matt Lubas, General Manager, Suzie Weingartner, Property Manager, Kristin Puriza, Director of Lifestyles and Facilities

IV. Management Report (Matt Lubas)

- The Whittingham Privacy Fences are pretty much done with that. They took care of all the punch list items that I was aware of. If you have an issue, please let me know so I can get the guys back out.
- Arcaro Massonry is starting the first round of concrete mason repairs that were approved at last month's meeting. They will be done in about 2 weeks and then they will start the next round.
- Landscapers will begin pruning in Whittingham starting next week.
- The outdoor pool has been busy so far this season. We had some issues with water clarity, but they got that straightened out. The issue is, we actually need 2 new pool heaters.
- As you see on the agenda tonight, we have been busy getting proposals for many other projects throughout the community.
- Residents who pay by check or through their own bill pay, should have gotten statements already for the snow assessment.
- We've had a lot of issues with irrigation over in the Whittingham section. The irrigation came out late March/early April as usual to turn things on and go through and make a repair list from the Winter. They gave us a proposal for all the repairs which the Board approved on May 19th. They came out and did all the repairs on May 28th. We told them to turn the system on on May 29th. Soon after, about a week later, we started getting some calls saying that they weren't working or turning on. We obviously, immediately called them. We had some issues with some fuses on a pump and then we had another valve that we had problems with. We didn't send an email to the community saying it wasn't working because it was supposed to be a quick fix, but after both repairs, I came in in the morning and drove the areas and I didn't see anything so, immediately called them. We are going to hold their feet to the fire. They need to fix this. The owner will be here tonight with guys making sure everything is coming on. Did we miss a few steps with communication, yes, probably. But we are working on getting the issue fixed.

V. Recreation Report (Kristin Puriza)

- Our Health Fair is this Wednesday from 10:00 a.m. to 1:00 p.m. in the Ballroom.
- The free Family History Seminar is Thursday at 6:00 p.m. in the AC/Dance Room. Please register with The Concierge.
- Cousins Maine Lobster Food Truck will be at the Towne Centre upper parking lot on Saturday, June

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27th from 11:30 a.m. to 7:00 p.m.

- We still have tickets available for our Jersey Sound Show on June 27th at 7:00 p.m. in the Ballroom.
- Join us for the movie *Jay Kelly* on Sunday, June 28th at 1:00 p.m. in the AC/Dance Room.
- On June 30th, we'll celebrate America's 250th Birthday with a free event in the Ballroom beginning at 12:30 p.m. Please register with The Concierge.
- Our Resorts Casino bus trip is July 1st.
- On July 4th, enjoy a DJ at the outdoor pool from 12:00 p.m. to 4:00 p.m., and Goldy's Ice Cream Truck will also be stopping by if you would like to purchase ice cream – I will e-mail the time of the ice cream truck the week of.
- The GW Olympics return July 6th with the awards luncheon on July 11th. Be sure to register by June 24th.
- Space is filling up for our AARP Driver Safety Class on July 16th and 18th.
- Tickets for Britishmania: A Beatles Tribute go on sale June 22nd.
- We also have tickets available for our August 6th bus trip to see *Les Misérables*.
- And finally, save the date for our Arts & Crafts Fair on September 27th. If you're interested in being a vendor, please pick up an application from The Concierge.

VI. Review of the May 18, 2026 Open Workshop Meeting Minutes

VII. New Business

- Proposal from Dell Technologies for four (4) replacement computers for the offices for a cost of \$6,485.11 including tax to be paid from the Operating account.
 - Kathy DeDonno – These are for the offices upstairs. The computers that are being replaced are at least 9 years old. They have windows 7 on them.
- Proposal from Biondo Contracting to replace the roof at 30 Winthrop for a cost of \$11,900 to be paid from the Whittingham reserve.
 - This is the home in Whittingham that had a chimney fire and has to be replaced.
 - Matt Lubas – This roof was on our radar already to be replaced. Our roofer looked at it early on and was going to put it on our list for this Fall, but given there was a small chimney fire there and had to do some patching, we basically just said go ahead and do it right now while the homeowners are making repairs on the inside.
- Proposal from Arcaro Masonry to repair the incoming and outgoing Belgium block Gate Islands at the Half Acre Entrance for a cost of \$18,000 to be paid from the WHOA Reserve.
 - Kathy DeDonno – The incoming side is \$9,000 and the outgoing side is also \$9,000.
 - Matt Lubas – Whenever those were put in with the Belgium block, they actually didn't do it the right way with the proper base and footings. You guys probably noticed that last year or the year before, we removed all the stone that was in there because the gate operators were below the Belgium blocks. They were collecting water and they were rusting. And those gate operators are about \$6,000 a piece installed. We removed the stone try to keep it from holding water. So they are basically going to rip all that stuff out, put the proper footings in, more Belgium block and then they are going to put the concrete up to the top of the Belgium block so we can re-install the gate operators.

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- Proposal Arcaro Masonry to replace the brick pillar at the Half Acre entrance for a cost of \$5,600 to be paid from the WHOA reserve.
 - This is from normal wear and tear. My guess would be that they are about 15 years old.
- Proposal from Biondo Contracting to replace the lower roof at 49F Winthrop for a cost of \$7,470.00 to be paid from the Whittingham reserve.
 - No questions or comments.
- Proposal from Ransom Hydronics to replace two (2) Outdoor Pool Heaters at a cost of \$14,501 including tax to be paid from the WHOA Capital Reserve.
 - Kathy DeDonno - These are the pool heaters Matt was just referring to which both coincidentally died at the same time. They are about 10 years old. They are budgeted for. So, we will get them replaced as quickly as possible.

VIII. Financial Update (Kathy DeDonno)

- Financial Reports
 - We met with our Budget and Finance Committee to discuss our April results. There were no major items that came up. Everything is flowing pretty well. We do have a couple little items that are going over budget right now, but it's very early in the year and we are monitoring them. At this point, I think we are comfortable in saying we are pretty much on track.

IX. Old Business

- Restaurant Update
 - Kathy DeDonno – We have selected a Restaurateur. We do not yet though have a fully executed contract in place. So, as a result, we do not have the complete details to provide to the community. However, we are close. We've gone back and forth with the vendor, the Restaurateur, to make sure that we get something that everybody is going to be happy with and comfortable with. The documentation is expected to be finalized next week. So, we are very, very close. In anticipation of finalizing the deal, we have requested that this vendor come into the Joint Open Board Meeting on June 25th. We'd like him to introduce himself and speak to the community about his thoughts and ideas about the restaurant, what pricing will be and when the restaurant will be open.

X. Open Forum – Please visit gwmonroe.com

XI. ZOOM – Please visit gwmonroe.com

XII. Adjournment – 7:39PM