

# Community & BOD Minutes

## Countryhouse Service Group V, Inc.

JANUARY 20, 2026

9:30 AM

**MEETING CALLED TO ORDER BY** Vice-President Tom O'Connell

### IN ATTENDANCE:

**Board Members:** Tom O'Connell, Bonnie O'Connell, Annette Kilby

Quorum established. (BOD currently has five members)

**Committee Chairs:** Tony Daniels (Tree Committee), John King (Maintenance), Alvin Kilby (Maintenance)

**Mill House Director:** Michelle Johnson

Sixteen HOA members introduced themselves, (Technical difficulties prevented Zoom attendance.)

### CONSENT AGENDA APPROVAL

**Motion 01-02-2026, Approved 01/20/2026,** Bonnie O'Connell moved to approve the Consent Agenda. Annette Kilby seconded the motion. All others approved. Yes: 3 (2-Absent)

### PRESIDENT'S REMARKS, TOM O'CONNELL

- **Leash Policy** – Homeowners are reminded of the Leash Policy for Fearington and Chatham County. All dogs must be on a leash when outside.
- **Maintenance/Landscaping Service Issues** – Homeowners are reminded to contact Mill House Properties as soon as possible if they are unhappy with service or their property is missed by a vendor. Mill House can work with the vendor to correct the issue.

### TREASURERS REPORT

- There was no representation from the Finance Committee. Questions about the Financial Reports in the meeting packet should be directed to the BOD.

### COMMITTEE REPORTS

#### Welcome Committee: Annette Kilby

We welcome new residents Kathy Costa (Sycamore), Terry and Patty Robinson (Wintercrest West), Tom Galey and Lee Ellis (Upper Beechmast) and new owners Ron and Marianne Greto (Beechmast). Four new residents were sent welcome emails along with an information sheet directing them to useful information on the Countryhouse, Fearington and Fearington Cares websites. Kathy Costa was visited; Tom Galey and Lee Ellis will be visited this afternoon.

#### Maintenance: John King

Walkway Repairs – The major walkway repairs have been finished but there are a few minor repairs remaining to be done. These will be completed over the next couple of months. If your walkway is a serious threat as a trip hazard let Annetta at Mill House know so we can get it repaired. Walkways are inspected twice a year.

Deck Inspections – The maintenance committee has completed the inspection of those decks that the HOA is responsible for. There were minor issues with most of the decks but a few of the decks will need major repairs.

These repairs should begin later this month after board approval. Remember the HOA is only responsible for repairs to the decks/stoops but homeowners are responsible for the maintenance. This would include keeping it clean, power washing, staining or painting. Mill House will provide the number of the company who power washed some of the houses this year and you may contact them to power wash your deck and or walkway, at your expense.

Garage Doors – Countryhouse has a new garage door company, Garage Doors Unlimited. They will be inspecting the garage doors during the year to identify possible problems. They have completed the inspection and tune up of all the doors in Baneberry. They will be asked to inspect and service the doors in Sycamore and Whisperwood in February. Garage doors continue to have problems, cables breaking, motors stop running and springs breaking. If your door will not go down, check the sensors at the bottom of the track to see if something is blocking the electronic eye. If your key pad stops working please check the battery before calling Mill House. If these are not the problem call Mill House or make a report through Appfolio.

Maintenance Responsibility Chart – We have had many new homeowners in Countryhouse over the last year and they need to know who is responsible for maintenance issues. If you are not sure who is responsible for repairs to your house check the Maintenance Responsibility Chart, pages 6-8, in the new Homeowners Guide, that explains which maintenance issues are homeowners and which ones are HOA responsibility. Hard copies of the Homeowners Guide were distributed last year. If you do not have a copy contact your Close Captain or go on the Countryhouse web site. The Homeowners Guide can be found at [www.countryhousehoa.org](http://www.countryhousehoa.org)

Major Maintenance Projects for 2026:

- Inspection of windows of houses that have outside chimneys.
- Inspection of houses that have Octagonal windows
- Inspection of iron porch railings
- Replacing 15 garage windows

### **PROPERTY MANAGER'S REPORT, MICHELLE JOHNSON**

- Drainage Project Update: Ruppert is working at the Crossvine site to clean up, add top soil and seed. The Wintercrest East work will begin today. The worksite will be accessed from Lassiter.
- Garage Doors Unlimited completed work on Baneberry in January. February they will be in Sycamore and Whisperwood. They will provide a list of issues they are finding as they work through the Closes.
- Michelle will meet with Maintenance Committee representatives and CTI today to inspect before ordering the replacement windows for Baneberry Closes 302, 306, 308, 319 and Sycamore 328.
- Roof and Gutter blowing is complete and will be charged to the 2025 budget.
- The 15 replacement garage windows have been ordered. Work will be scheduled once they are received.
- An estimate was received from Davey Tree for the removal of 55 trees and the pruning of other trees. They reduced the original estimate. An AppFolio approval will be generated today for BOD approval.

### **INSURANCE FORUM**

The meeting adjourned prior to the forum led by the Insurance and Safety Committee. Questions and answers from the forum will be distributed in a separate document.

**NEXT COMMUNITY & BOD MEETING:** February 17 at 9:30 AM, The Gathering Place

9:45 AM Meeting Adjourned.

Respectfully submitted,  
Annette Kilby, Secretary

Abbreviations:

CSG – Countryhouse Service Group V HOA

HOA – Homeowner’s Association

BOD – Board of Directors

RFP – Request for Proposal

HOG – Homeowner’s Guide

FHA – Fearrington Village Homeowners Association