M I N U T E S

ASPEN VILLAGE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING

Tuesday, September 8, 2026
6:00pm

Aspen Village Clubhouse
31 Aspen Village Rd., Aspen, CO 81611

Join Zoom Meeting
https://zoom.us/j/94317368792?pwd=UwyngnvX4y6qku2ez0HDY8M0Db1y37.1
Meeting ID: 943 1736 8792
Passcode: 517911

Board Members:
Kate Spencer | James Anderson | Michael Masciocchi | Dan Fellin | Tyler Schube

Directors Present:	Kate Spencer	President
	James Anderson	Vice President
	Michael Masciocchi	Treasurer
	Dan Fellin	Secretary
	Tyler Schube	Director
Directors Absent:	None.	
Property Manager Present:	Megan Rodman & Morgan Welch	Property Manager
Owners Present:	Karla Henrichson	Lot 72
	Ellen Anderson	Lot 45
	Roger Baliageron	Lot 02
	Joy Reichert	Lot 13

1. CALL TO ORDER

The Board of Directors meeting was called to order by Director Kate Spencer at 6:05PM MST.

2. HOMEOWNER COMMENTS

The Board will open up discussion for items not on the Agenda, brought forth by present homeowners. Homeowners will have a three (3) minute maximum per item.

- Ellen Anderson, Lot 45, requested that homeowner comments and Metro District agenda items be addressed earlier in the meeting. The Board approved this change. Ellen also requested that the owner of Lot 54 clean up sewage waste following a backup. She reported that, although cleanup occurs after she notifies the Metro District, sewage continues to accumulate. Ellen expressed concern that the ongoing issue interferes with the peaceful enjoyment of her home and requested that the Board include a provision addressing peaceful enjoyment in the Rules and Regulations currently being drafted.

3. METRO DISTRICT

The Board of Directors will receive an update from Director Michael Masciocchi on the following:

Wastewater Treatment Plant project
The wastewater treatment plant project continues to move forward smoothly, with pipe relining currently underway. The relining work is anticipated to be completed by the end of October.
The Board discussed sending additional reminders to residents emphasizing the importance of complying with temporary water-use restrictions when requested, as these restrictions are necessary for the work to proceed safely and efficiently.

Airport Noise Monitor
The Metro Board did not approve installation of the airport noise monitor within the community; however, a monitor was installed at the landfill.

Ellen Anderson, Lot 45, also presented information regarding ultrafine particle monitoring associated with air traffic. She explained that Aspen Flightwright installed a sensor in the Elk Parking lot at the airport to measure ultrafine particle pollution. According to Ellen, the sensor has recorded particle levels above recommended thresholds, and she expressed concern that the Pitkin County Airport is not adequately monitoring ultrafine particle pollution.

Director James Anderson asked whether Ellen was requesting that a sensor be installed in Aspen Village. Ellen clarified that she was not and that her priority is to have monitoring equipment installed in residential areas located closest to the airport and that does not include Aspen Village.

4. ARCHITECTURAL REVIEW GUIDELINES

The Board reviewed the draft Architectural Guidelines discussed at the July 2 and July 14, 2026 Board meetings. The draft retained the architectural standards from the former Declaration in a standalone document and included new administrative sections

clarifying when ARC approval was required, applicable exemptions, and application and review procedures.

The Board deferred approval pending review by legal counsel.

5. ARC APPLICATIONS

The ARC members will review and consider for approval the following ARC Applications:

- Lot 110, new fence

Director James Anderson moved and Director Dan Fellin seconded to approve the ARC application for Lot 110 to build a new fence. Director Kate Spencer recused herself. No homeowner comments. Motion Passed.

Ongoing ARC Project Updates

- Lot 113, new build – the ARC will ratify their approval to send a Letter of Support for the height variance request by the owners of Lot 113.

Director Dan Fellin moved and Director James Anderson seconded to ratify their approval to send a Letter of Support for the height variance request by the owners of Lot 113. No homeowner comments. Motion Passed.

6. BOARD COMMENTS

The Board discussed items not included on the agenda:

- Director Dan Fellin recommended providing the sewer line mapping, once finalized, to owners planning or considering new construction.
- Director Kate Spencer requested improved maintenance of Lot 113 during construction.
- Director James Anderson suggested that the Association consider sending a letter to the Board of County Commissioners (BOCC) regarding landfill odors and concerns that the scraps program was attracting bears.
- Director Kate Spencer requested that information about an upcoming BOCC Candidate Forum be distributed to Aspen Village owners. The forum would address county matters, including land use, growth, traffic, and development. The information she provided was to be forwarded to owners.

7. PLAYGROUND

Director Dan Fellin will be meeting with a representative from GoCo on September 14, 2026 to inquire about getting a grant to fund replacement of the playground. Director Michael Masciocchi commented that the Metro District is also working to get grant funding for replacement of the playground.

8. APPROVAL OF JULY 14, 2026 BOARD MEETING MINUTES

The Board reviewed and considered for approval the July 14, 2026 draft meeting minutes.

Director Kate Spencer moved and Director James Anderson seconded to approve the July 14, 2026 meeting minutes as presented. No homeowner comments. Motion Passed.

9. HOA FINANCIAL REPORTS

The Board of Directors reviewed and considered for approval the July and August 2026 Financial Reports.

Director Michael Masciocchi moved and Director Dan Fellin seconded to approve the July and August 2026 financial reports as presented. No homeowner comments. Motion Passed.

10. RESPONSIBLE GOVERNANCE POLICIES

The Board of Directors reviewed and considered for approval the following eight Responsible Governance Policies:

1. Collections Policy
2. Covenant Enforcement Policy
3. Conduct of Meetings Policy
4. Inspection and Copying of Association Records Policy
5. Adoption and Amendment of Policies, Procedures, and Rules Policy
6. Dispute Resolution Policy
7. Conflicts of Interest Policy

Director Kate Spencer moved and Dan Fellin seconded to approve the Covenant Enforcement, Conduct of Meetings Policy, Inspection and Copying of Association Records Policy, Adoption and Amendment of Policies, Procedures, and Rules Policy, Dispute Resolution Policy and Conflicts of Interest Policy. No homeowner comments. Motion Passed.

Reserve Fund Investment Policy

The Board reviewed the Reserve Fund Investment Policy and requested that Section 3.F be revised to refer to an individual "account" rather than a single "institution."

- Current language: "Investment in a single institution in excess of FDIC insurance limits."
- Requested revision: "Investment in a single account in excess of applicable FDIC insurance limits."

Collections Policy

The Board of Directors will discuss and determine the late fee to be charged on delinquent Assessments.

Director James Anderson moved and Director Kate Spencer seconded to approve changing the language to a one time late fee of $25.00 on any Assessment or other charge not paid within thirty (30) days of the due date and approve the Collections Policy as amended. No homeowner comment. Motion Passed.

Reserve Study Policy
The ninth policy was deemed unnecessary because the Association has no assets requiring a reserve study.

11. ASPEN VILLAGE – RULES AND REGULATIONS

The Board of Directors reviewed and discussed the first draft of the Association's Rules and Regulations.

The Board requested that the Household Pets section be revised to more clearly address both household pets and assistance animals. The current draft regulates household pets and provides that nothing in the Rules may prohibit or restrict an assistance animal or other animal entitled to a reasonable accommodation under applicable law.

The Board would like the assistance animal provisions to clarify that residents are not required to register an assistance animal with the Association, while also identifying the rules and responsibilities that apply once an assistance animal is residing within the community.

12. SUMMER BBQ RECAP

The Board of Directors recapped the Summer 2026 BBQ and thanked everyone who helped make the event a success.

The BBQ was well attended, with approximately 50–60 attendees. The Board discussed the following takeaways for next year:

- The event date worked well, with the first Saturday after the start of the school year appearing to be a good time to hold the BBQ.
- Providing food and beverages rather than making the event a potluck was well received.
- More vegetarian options should be offered.
- Fewer hot dogs and more hamburgers should be ordered.
- Overall, the event went very well and the complimentary food and beverages were a hit with attendees.

13. ASPEN FIRE DEPARTMENT WILDLAND CREW

The Aspen Fire Department Wildland Crew recently removed dead trees around the power lines near the gas station. The work was a collaborative effort between Pitkin County, Holy Cross Energy, and the Aspen Fire Department.

The Board signed a thank-you card for the Wildland Crew in appreciation of their work and support of the Aspen Village community. Director Kate Spencer provided the card for the Board to sign.

14. BOARD MEETING SANDWHICH BOARD STORAGE

The Board of Directors discussed where to store the new sandwich board used to notify owners of Board meetings. The Board agreed that the sandwich board would be stored behind a couch in the clubhouse.

15. FALL NEWSLETTER

The Board of Directors discussed topics to be included in the Association's fall newsletter, including bear awareness, reminders to drive slowly throughout the community, and compliance with rules and requirements related to the Wastewater Treatment Plant Project.

Director Kate Spencer agreed to send Management the wastewater treatment plant letter from Romero Group to use as a reference when communicating best practices to owners while the project is underway.

16. 2026 BOARD DIRECTOR ELECTION

The Board of Directors discussed the upcoming Board Director Election. Directors Kate Spencer and James Anderson's terms were noted as expiring in December 2026.

The Board also discussed the upcoming meeting schedule and agreed to the following dates:

- October Board Meeting: October 19, 2026
- November Board Meeting: November 16, 2026
- Annual Meeting: December 8, 2026

Management will distribute a Call for Nominations with the Fall Newsletter, with nominations due by November 16, 2026.

17. WINTER 2027 BONFIRE

The Board of Directors discussed plans for the 2027 Winter Bonfire and selected January 9, 2027, as the event date. Paradise Bakery hot chocolate and cookies will be provided.

18. EXECUTIVE SESSION

Director Kate Spencer moved and Director Dan Fellin seconded to end the open session of the Board Meeting and moved into Executive Session at 9:00pm to discuss:

- a matter the disclosure of which would constitute an unwarranted invasion of individual privacy, including a disciplinary hearing regarding a unit owner and

any referral of delinquency; except that a unit owner who is the subject of a disciplinary hearing or a referral of delinquency may request and receive the results of any vote taken at the relevant meeting.

No homeowner comments. Motion Passed.

Director Kate Spencer moved and Director James Anderson seconded to end Executive Session at 9:30PM and move back into open session. Motion Passed.

19. ADJOURNMENT

Director Kate Spencer moved and Director James Anderson seconded to adjourn the open Board meeting at 9:30 PM. No homeowner comment. Motion Passed.