

Estates at Dove Run HOA Board Meeting

Minutes for June 8, 2008

Directors present:

- Megan Aitken, Maurrell English, Richard Green, Jennifer Godlewski, Alison Segal and Amar Tailor

Agenda:

- **Assessment Status** (presented by Richard Green):
 - ❖ Third (delinquency) notices will go out during the upcoming week. Approximately 55 homeowners will receive third notices.
 - ❖ The attorney may have a conflict of interest with anyone he may have represented during settlement. He will report back to us once he has a full list of names.
 - It may be necessary for the Board to send letters/file liens for anyone whom the attorney has a conflict of interest. Those homeowners will incur the same fees as though pursued by the attorney.
- **Treasurer's Report:**
 - ❖ Ed Henry was not present; report will be given at next meeting.
- **Landscaping Committee Report** (presented by Amar Tailor):
 - ❖ The homeowners who came out to view the landscaping bids (for the main entranceway off of Brick Mill Road) on May 21st, 23rd and 24th chose the William H. Radford design by an overwhelming margin.
 - ❖ Since Radford's plan (\$38,804) is \$16,304 over the HOA's available project budget of \$22,500, Amar consulted with Bill Radford to complete the project in "phases".
 - ❖ The first "phase" would include the redesign and irrigation of the median and area around the monuments (signs). This does not include maintenance, treatment of the grass, monthly water & sewer fees, or installation of water and electric lines.
 - A 2" meter pit (approx. \$830.00) and installation of a water meter (approx. \$1,400.00) would be required for the irrigation system. The street would need to be trenched in order to reach both sides and the median.
 - ***Per Amar's conversation with the Streets Department of Middletown, we will not be granted permission to trench the street under any circumstances.***

- Radford offered to trench underground, to avoid damaging the road, but the cost would be prohibitive.
- ❖ The board was forced to consider the following alternatives for watering:
 - Install a 1" meter pit only on the sides near the monuments. This would cost \$1,000 for the installation, plus the cost of a spigot on each side and sprinklers and hoses, installation of a water meter (approx. \$1,400.00), monthly water/sewer fees (approx. \$380/mo.) and employment of a maintenance company to water the area.
 - It was debated whether the HOA could just utilize volunteers or pay an individual to turn sprinklers on/off at regular intervals. However, doing so may create liability only covered by employer's insurance, which is not included in this year's budget. A maintenance co. would need to be hired to water the area. Radford would charge \$28 per hour per man, and would require 2 men for 6 hours each week for watering alone (= TOTAL \$336.00/week).
 - It was also debated that installing a smaller pit may complicate the installation of an irrigation system in the future (which requires a 2" pit), if permission could ever be granted from Middletown.
 - Monthly water fees were previously estimated by the town to be around \$380 per month.
 - **TOTAL cost for this option for installation: approx. \$2,900.00. Watering costs (water costs & man hours) for weeks of June 23 through September 22: approx. \$5904.00.**
 - Utilize a watering truck. Radford quoted the cost for this to be \$320/visit (for 2 – 900 Gallon trucks), and would be needed a minimum of once a week through September.
 - **TOTAL cost for this option of watering for the same period of time as above: approx. \$4,480.**
- ❖ Suggested HOA could petition the Town of Middletown about allowing the road to be trenched in the future for the installation of the irrigation system, but will take too long to proceed with the project this season.
- ❖ Also suggested HOA could petition the Town to re-seed and fertilize the grass surrounding the entranceways, since the area is technically owned by the Town of Middletown.
- ❖ ***The Board of Directors took a vote on which watering option to utilize for this season's landscaping project. The***

result was unanimous in favor of using the watering trucks this year.

→ The Board agreed on these points:

- Water and Sewer usage costs are estimates, and could be prohibitive.
 - Liability for labor to water or cost for maintenance co. for watering is prohibitive.
 - Smaller water line may create potential complication if irrigation system can be installed in the future.
 - Can more easily revisit and alter the watering situation if the watering trucks are not working out.
 - Pavers will also be excluded from the original design to help cut costs by an additional \$1,900.00.
- ❖ Richard will contact Bill Radford this week to look over and sign the contract for the project (Amar will be out of town). All other Board members are invited to view the contract prior to it being accepted and signed.
 - ❖ The total cost for the first phase of redesign (as described above and NOT including irrigation or watering) is \$17,944.
 - Per email conversations after this meeting, the contract has been signed and Radford will begin working on the project the week of June 15.

➤ **Architectural Review Committee Report** (presented by Alison Segal):

- ❖ A letter has officially been sent to the Town of Middletown, so that the Town will recognize our Homeowners Association and cease granting permits without the HOA's pre-approval.
- ❖ Alison will order a stamp so that the Town will recognize plans submitted by homeowners have been approved by the HOA.
- ❖ Six approval notices for outbuildings have gone out so far.
- ❖ Reminder that some personal complaints can actually be lodged to the Town, rather than going through the HOA (i.e. overly-high grass, etc.).
- ❖ Alison has completed a letter to the homeowners explaining the permit approval process for the HOA and providing a permit application. The letter will be completed and mailed out as soon as possible.
 - The letter and application will also be placed online, for further convenience to the homeowner. The homeowner will either be able to download a copy of the application form, or fill it out online and email it to the Architectural Review Board for approval.
- ❖ Richard Green and the Architectural Review Board will set up a meeting within the next few weeks to meet with the HOA's

attorney to discuss how to handle deed restriction violations in the neighborhood. Soon after this meeting takes place, another HOA meeting will be scheduled to discuss this issue with the homeowners.

- **Board Member Issue** (resolved in-between meetings via email):
 - ❖ By unanimous vote in favor, Jill Winnington will no longer serve on the Board of Directors due to personal obligations preventing her from participating.

The date for the next Board of Directors meeting will be determined via email.