

# Montpelier Community Association, Inc.

## Board of Trustees Meeting Minutes

April 27, 2004

**Trustees in Attendance:** Gerri Berman, Patricia Douville, David Hartley, Miya John, Paul McCullagh, Jeri Witt and Todd Matejovich.

**Trustees absent with cause:** Lucy Young and Shawn Kelly.

**Community Members present:** Ken Busic, John Cholod, Tom Corey, Liz Matejovich, Charlie and Peg Stainer, Bill Thayer, Richard Dengler, and Mary Hughes.

### **Secretary's Report,** Lucy Young:

Trustee McCullagh presented the March minutes for review. A motion was made and seconded to accept the minutes. The motion passed unanimously. There are 27 unpaid assessments. Those left unpaid by the 15<sup>th</sup> of April have been turned over to the attorney. The attorney will attempt collection of past due amounts plus interest and fees and notify members that liens will be filed on those that remain unpaid thirty days after receipt of the attorney's letter. There is already a lien on a home three years in arrears. The house is being sold and our attorney is in touch with the settlement company regarding fees due.

### **Treasurer's Report,** Gerri Berman:

Trustee Berman will be moving out of the community and a new treasurer is needed. Trustee Berman reported the current financial revenues at \$150,000. The audit will begin and be completed before she moves. Financials will be printed as three separate funds in the newsletter (gypsy moth, operating, reserve) as requested by community members. MCA received \$2,640 from the insurance company to cover vandalism to the pool, fence and cover. Trustee Berman reported that visiting swim teams are not covered by our current policy, and a rider should be obtained. ACTION NEEDED.

### **Committee Reports:**

FACILITIES, Richard Dengler, Chair

Mr. Dengler reported that the total cost to repair the vandalism (downspouts, louvers, fence, cover, vacuum) covered by insurance was \$2752.80 (including deductible). The policy covers \$77,000 for club/pool/pump house, \$41,000 for women's clubhouse and \$41,000 for men's clubhouse. The board asked: why the same building is divided into two "clubhouses"; is the tennis court covered; is the playground? Mr. Dengler reported that insurance paid for past vandalism to the playground. Trustee Berman reported that an agent assured her the association had coverage on the playground. Trustees McCullagh and Berman will review the policy and encouraged other board members to help. If the playground is covered, the damaged equipment could be replaced and \$1,000 reimbursed for tree removal. ACTION REQUIRED.

Pool is in good shape and there was minimal weathering damage. Pool rules and regulations need to be reviewed. Painting is needed around the pool. The swim team is invited to do the work. The parking lot needs to be cleaned; 65 lbs of glass was removed. The association may need to have it cleaned professionally to remove small shards of glass. Chairs have been ordered and will be in place by mid-May. A pool workday is needed. Police recommend that residents drive through the pool parking lot as a deterrent to vandals. The lighting is being repaired and sensors installed. Mr. Dengler recommends an 8-foot fence. Some skateboarders have been a problem: skateboarding in the baby pool and breaking into the lock box.

Trustee Hartley reported that the digital pool entry system will not be ready for the pool opening and recommended retaining the manual system. The database was ready but training and a back-up system was lacking and it would be a mistake to rush the process. He will work on the system during the swim season so that it will be ready next year. Ms. Hughes will update the manual system and several board members offered assistance. ACTION NEEDED.

Action needed on basketball hoops. Trustee Douville reported some spray painting. No adjustment to the height of baskets was made when the court was resurfaced. Trustee Douville will evaluate the status of the basketball courts and report to the board. ACTION NEEDED.

Two bids for fixing the parking lot substrate, and putting 2 " asphalt on top were received--one for \$72,000 and the other for \$52,000. Mr. Dengler reported the board should make sure the work is not subcontracted. Another bid is still needed. At the last meeting the board voted to delay action on the parking lot at this time.

#### TRAFFIC, Shawn Kelly, Chair

Mr. Dengler reported that State Highway Administration has no plans to install a dedicated left turn at the Montpelier intersection and no dedicated right turn lane (blocking access after the intersection) onto Montpelier Drive. Trustee Kelly initiated the process to install red light cameras at the intersection. Two surveys must be done and a temporary camera installed and evaluated before a permanent red light camera will be installed. Trustee McCullagh reported that the recent water main break undermined the new traffic light pole. It was removed and the traffic lights are strung across the road. Some residents had water problems, but they should be fine by now.

#### ACCC, Jeri Witt, Chair

Trustee Witt filed a report from the last ACCC meeting. (Copy attached.) Highlights:

- Oxwell home has a new roof and fascia work will begin in the next 2 weeks.
- ACCC survey completed. 8800 Montpelier-3 car driveway grandfathered. 8808 Montpelier- \$100 a month fine levied for boat stored in back yard since January.
- 12416 Radnor –complaints continued about the business run from the home. Shed was removed.
- The committee approved plans to widen a driveway, to install new shed, to extend fencing for homeowner who had children cutting across his property. A sunroom, screened porch and new porch floor and poles also approved.
- House on Fernwod Turn turned over to attorney.

A question was raised about barbed wire topping a fence on Silverbirch. This has been there for a while because previous owner had aggressive dogs. The new owner has ACCC approval for a new pool and a privacy fence.

#### GOVERNING DOCUMENTS, Ken Basic, Chair

Mr. Basic distributed the recommendations and definition of terms regarding the proposed amendments to the governing documents. Board members must review the proposals and give the committee their views at the next meeting. A consent ballot will be published in the July/August newsletter. A quorum vote of 465 “yes” votes (out of 695 members) is required for the amendment to pass. PODS (portable storage units) were included in the amendment as they have become a problem in some neighborhoods. The board must act on the proposal at the next meeting. The GDC will edit and print the amendment in July/August newsletter (deadline June 15). ACTION REQUIRED.

#### SOCIAL AND RECREATION, Miya John, Chair

Trustee John reported that thirty children participated in the Easter Egg hunt. Everyone registered in advance and many donated extra eggs. It was very successful. Summer schedule of events is:

- May 15 Meet Neighbors Picnic on Common Grounds
- May 22 Community Yard Sale.
- June 19 Meet the Helping Hands Picnic
- June 26 Teen Pool Party
- July 3-4<sup>th</sup> July Bike Parade
- July 24 Adult Pool Party
- August 21 Teen Pool Party
- Labor Day Pool Party

The pool management company must be informed of parties so that guards are on duty. Trustee Witt will host a table at the yard sale with proceeds going to the benevolent fund. Refreshments might be sold to benefit benevolent fund. The swim team was offered first chance to sell refreshments. Board members should personally invite new neighbors to the Meet the Neighbors picnic. Invitation letters will also be sent.

#### SECURITY, Richard Dengler, Chair

Mr. Dengler distributed the proposed Reward leaflet. A motion was made to approve \$250 for a reward leading to the arrest and conviction of persons responsible for the vandalism to the pool and buildings. The motion passed unanimously. Placement of the reward on the cover of the newsletter was discussed. The board approved a brightly colored page with reward information be inserted with the newsletter. An extra \$25 should cover the extra work involved for the newsletter delivery-persons.

#### **Old Business:**

Trustee McCullagh conferred with the MCA attorney and reported that simple edits to the covenants, if they do not change the substance and are only a clarification, can be changed by rule of the board. If the board approves the change and the content remains the same, a general vote of the membership is not required. Mr. Basic reported that the supplies of governing documents are depleted and a new printing is needed. If a new edition is printed, only the new or changed sheets need to be provided to the members. These can be mailed or distributed through the newsletter. An order of 100 or less, will be needed for resale packages and requests for the remainder of the year.

Pool rules and swim time were reviewed. Last year swim times were changed for the adult-only swim time. Some members disliked the change and after discussion, a motion was made to leave the open swim the first 45 minutes of the hour and adult-only swim the remaining 15 minutes of the hour. It was noted that adult swim time is not restricted. A vote to retain the present swim times was unanimous.

An additional rule was proposed that no flotation devices be allowed in the deep area (well) of the pool. A motion was made and seconded to add such rule to the pool rules and regulations. The motion passed unanimously. No further changes were needed.

Clarification of newsletter advertising was discussed. A recommendation that anyone who is required to be licensed by the state for occupational licenses be required to post such information on their ad. Some cases do not require licensing and guidance may be needed. Our advertisers have been asked and are producing their information. In the future advertisers will be asked to provide the information before ads are accepted.

#### **New Business:**

Trustee McCullagh reported that FCC regulations allow cell phone antennae to be put on power lines. Jan McCullagh has offered to research the benefit to the community of placing an unobtrusive tower on our common grounds if the board concurs. Discussion followed on space requirements and other safety concerns and the consensus of the board was to encourage Ms. McCullagh to research the issue.

A member recently requested copies of the MCA roster. The Maryland Homeowner's Association Act states that any member may see a list of the members and their addresses by appointment and if a copy is requested, a fee can be charged for copying. Upon request, the MCA will provide the current list of names and addresses for review. A reproduction fee will be assessed for each requested copy. It was suggested that the fee be not less than \$10.

Mr. Dengler requested a petty cash fund of \$200 for the Facilities committee. A motion was made to create a \$200 petty cash fund for the Facilities committee with receipts provided to the treasurer to backup all expenditures. The motion was seconded and passed unanimously.

Ms. Hughes read a request from Ms. Chatnuck to board members to consider whether they intend to serve for the upcoming year. A nomination form will be placed in the next newsletter (deadline June 15). Biographies will be needed for the following newsletter (deadline August 15). Ms. Chatnuck also suggested that the Annual Meeting be scheduled for September 19, 2004.

#### **Comments from Attending Members:**

A member commented that the covenants prohibit businesses that distract or disrupt the community and the community discourages businesses advertising home addresses for the business. Recently, an ad has appeared with the home address listed. It was felt that this was an unintentional oversight and the address will be removed from the ad. The business is unobtrusive to the neighborhood and there is no need for the address to be listed.

The next meeting will be held on **Tuesday, May 18, 2004 at 6:45 at Deerfield Recreation Center, preschool room**. The motion was made and seconded to adjourn at 8:31 P.M. The motion passed unanimously.