

GEORGETOWN EAST ASSOCIATION, INC.

Board Meeting Minutes

September 17, 2019

Board Members in Attendance: Linda Marshall , Karen Bartoszek, Sam Gray, Jane Rakestraw and Lois Miller **Board Members Absent:** Roth Block

Ameri-Tech Community Management: David Fedash, LCAM, Marc Evans, Administrative Assistant

Linda Marshall called the Board Meeting to order at 6:35 pm *A quorum was established.*

Notice of meeting was posted in accordance to statute.

Approval of Minutes Motion: Sam moved, and Jane seconded to approve the minutes of BOD Mtg Tuesday, August 20, 2019-All in favor Aye-Passed

Ameri-Tech Manager's Report: David Fedash gave the Ameri-Tech Manager Report as printed. David sent this out early. It will be posted as part of the minutes and on the website.

Report of Officers and Committees:

Treasurer's report: Karen – (No presidents report)–

- Property accounts = \$133,680.67 Reserve Accounts = \$234,175.00 / Homeowners Fees = Almost all homeowners are paying regularly – Budget of collections = \$14,659 average collection over the last four months \$14,176/month very good, YTD 2019 \$3,842 ahead of budget.

Grounds Committee: Linda – All items are covered in the Managers' Report.	
Social Committee: Lois - Holiday party/event set for Thursday 12/05/2019 5pm to 8pm - \$2,500 Budget for event	Communications Committee: Mary – sent deadline of 9/26 for newsletter submissions

- **Architectural Review Committee Report: Jane** – Paint request coming up from homeowner. **David F.** - Fence – 510 Haverhill sent letter because she could not attend, David stated that she needs to replace like for like. Short discussion about trees in common areas - strip of land between sidewalk and street and type of trees that should be planted – root issues.

Old Business:

• **Road Paving**

Gary Dykes with Parking Lot Services (PLS): presented the proposal (given to all board members) a contract with the total investment of **\$154,775.00**. Discussion about moving pavers back a foot and replacing after work is done (concern about breaking pavers PLK is not responsible). Gary does not believe a permit is needed in Safety Harbor and that cost was not included in the bid. If a permit was needed it most likely would be a percentage of the cost of the job. Gary stated that if crosswalks are needed PLS would put them in, if it is decided by Georgetown HOA. Gary stated that he could lock the pricing in until the end of the year. Discussion about starting the job by 9/30/2019 weather permitting, and question was asked about completing the job by Thanksgiving, Gary thought it might be possible. No weekend work due to cost so the work will only be done M-F. David F. talked about an independent engineer coming in to sample test prior to any Mix & Mill work - no price as of yet, David will meet with the engineer – Roxbury and Westborough need to be looked at. Homeowners may have to walk a little during parts of the work, coordination and maps will be given to all homeowners. Duration of project is 10 days weather permitting for Mix & Mill only then the concrete is done, several more days. Gary talked about holding a Pre-Construction meeting on-site to go over all areas in question and address areas of pooling water and any other issues of concern. Discussion about PLS's cost being the best bid and best price for the job and there are sufficient funds to cover the project. Special meeting needs to be held after the engineer comes out to discuss any change orders. An additional budget meeting (with 48-hour notice) needs to be scheduled after the engineer comes out.

- **Work Order Process:** David and Marc showed on the Ameri-Tech website the changes to allow homeowners to fill out and submit either a service request or compliance request. Board liked the new parts of the website and its functionality.
- **Entrance Refresh:** A request made for David F. to hire someone to clean all the rocks with a solution that is non-toxic will not harm the environment. Need to hire someone to clean all the mildew that is on the rocks and boulders at all three entrance locations, then decide after that what else needs to be done. David - has two bids (Earthscapes) said that the rocks need to be lifted up and cleaned and put back into place. David wants to paint the white curbing around Beacon Street will freshen up the area.
- **Walls along Marshall & Beacon Place:** Marshall has one area that is cracked, trying to reach Boyd. Need to have the walls taken care of, David got a bid for the walls along Marshall they need to cut in to each section will require a different repair. David pointed out that he wants to use the same format as the ditch letters for letters going out to gain access to the homes along Marshall for the repairs.
- **Erosion status: Karen – David**
Ditch letters – need to clean up the letters and add information

David commented on the erosion – he got an estimate for what the HOA is responsible for he had an engineer go out \$7,566.00 – for both sites towards Marshall – he said engineer site visit, drill core samples to determine what is needed. Decision to get multiple bids, two more bids needed.

Pond company & plants - Scheduled for October 31st for termination of Lake Doctors and Solitude will take over, plantings (guarantee 80% will survive) part of regular pond maintenance, just Roxbury right now as a test. Karen suggested possible starting a reserve for Pond erosion and walls in 2020 budget planning.

New Business:

- 2020 Budget planning – David suggest starting with a workshop, look over expenditures and move money around where it's needed – Tentative date of first week in October
- Question regarding the water bill now from \$4,000 to a couple hundred due to David working with sprinklers and timing and replacing sensors.
- David sent out worksheets on budget, for Roth to go over, set up a time to designate a time to come meet with Janice our budget director – possibly to have in October

Questions and comments from Residents:

Jane got a call from her neighbor who had garage sprayed with mud from the landscaper, need to address that they need to report this type of situation and they need to be more careful. Question about having the Landscaper (Jimmy); needs to weed around the wall side, low hanging branches need trimming as well. Neighbor expressing concerns about tree removal and the roots being removed.

Motion to Adjourn:

Jane made motion to Adjourn and Karen and Linda second the motion and all in favor Aye-Passed.

The meeting was adjourned at 8:15 pm.