

Georgetown East Association, Inc.

February 18th, 2020 Board of Directors Meeting

Board Members Present: Gerard Bribiescas, Roth Block, Sam Gray, Marilyn Mabe, Linda Marshall, Lois Miller, Jean-Paul Antona

Ameri-Tech Community Management Present: David Fedash, LCAM

Gerard Bribiescas called the Board Meeting to order at 6:33 pm: a full quorum established. Proof of Notice of meeting was posted in accordance with statute.

Approval of Nov 2019 Meeting Minutes: Linda requested spelling corrections. The last sentence from the Paving Project Update was stricken from the minutes. Linda agreed to make corrections directly in the Word document and send it to Management. Lois motioned to accept the minutes; Sam seconded; all in favor.

President's welcome: Gerard thanked owners in the audience for attending.

Treasurer's Report:

1. Overall, the Paving Project expenses reduced our balances to \$233k combined.
2. For January, **Unit maintenance fee** income was higher than expected. **Common area repair & maintenance** expenses for January was much higher than expected due to unexpected ditch repairs.
3. Delinquencies have been lowered substantially to average levels (\$1500). The big delinquency was resolved.
4. Gerard asked about "Reserves-Deferred". This is allocated from year-over-year surplus. David explained that assigning surplus to an Operating GL account would allow more flexibility; the Deferred and Interest Reserve balances can be used flexibly for any project versus other Reserve accounts cannot.
5. The unexpected ditch expense (**Common area repair & maintenance**) can be offset from the "Stormwater/Drainage" GL account.
6. Current Reserve Study is out-of-date (2013). Gerard requested an updated Reserve Study. David offered to get three quotes.

Manager's Report:

1. David presented the Board with draft letter to notify owners adjacent to Marshall Street of wall inspection.
2. Marshall Street ditch erosion repairs complete. Larouse landscaping has reactivated watering.

3. Roxbury pond plants continue to thrive. Purpose was to minimize erosion. We should get vigorous growth. Still under warranty.
4. Sam reported one of the fountains is out. We haven't maintained them recently. Power Outage reset the timers by 4 hours. Larouse resumed mowing around.
5. David got a proposal for fountain maintenance from Solitude. We have the option to do it on an as needed basis. Contract reads that if fault is found with a fountain, that repair is additional. David recommends at least once a year. Have them come out and see where we are, then go from there.
6. 6:55pm Gerard motion to approve the proposal from Solitude for \$1740/yr for the pond maintenance; Roth Seconds; all in favor. We will code it to **Lake Maintenance** GL account. We didn't budget for it, so we expect to come in over budget (with less surplus). Next year will rename the GL account to **Pond/Fountain Maintenance**.
7. Estoppel for Roxbury sale worked for enforcing standards.
8. 501 Haverhill is closing. The new owners picked a color that was not in the palette. Sam will follow-up.
9. David asked Lowes Painting for a new estimate for repainting community monument signs. We pressure wash it regularly but it's time for new paint of all three signs. Gerard asked for one more bid to compare to Lowe's Painting.
10. Several homes are getting to the point where they need painting and roof cleaning. David wants to increase awareness and decide on length of notice. Roth suggested talking to H2O for a community-wide roof cleaning and pressure washing that each owner can sign up for. How many people does he need to commit? We should notify property owners re painting and roof-washing with the letter we've been using.
11. Board agreed to give owners 30 days to respond to establish a timetable. Manager can negotiate. Then the board can approve.
12. 515 Georgetown Place - rejected mediation regarding the front eye-sores. The property also needs a paint job. The wall around the pool has a huge crack. The property is vacant. David will get quotes to bring it up to compliance. David will ask Tiffany if time constraint applies.
13. If owners identify a street light outage: from the "Report Outage" link on our community web site, they can access Duke's web site, where they can select the light that is out. Street light near 407 Georgetown is broken.
14. Sam asked about removal of the white pipes left by the pavers. Management has removed them.
15. Manager will send Jimmy out to Sam's property for stump grinding.

Report of Officers and Committees:

1. **Fining Committee** - Sam provided documentation. David explained that Tiffany spoke to the board in Oct about a Fining Committee. Needs 3 members and nobody from the board or related to board members.
2. **Grounds Committee** - Linda proposed updating street signs this year. Some of them have been done. Do an assessment with pictures. Joe (from audience) volunteered to take pictures and provide a report in Powerpoint.

3. **Social Committee** - Lois requested ideas for social gatherings.
 - a. Outdoor movie night, with food and drink. Bring your own chairs, order pizza, have a board meeting.
 - b. 4th of July dog parade
 - c. quarterly happy hours downtown (each owner pays for their own)Cindy (from audience) will help Lois with picking a place.
4. **President's Report** - Gerard thankful to Roth for knowledge transfer on grounds and maintenance. President and Secretary attended Board Basics training in February.

Old Business

2020 Committee Leadership:

1. Sam has agreed to chair the architectural committee. We need a 5th person on the architectural committee. Ideally, Roxbury will be represented.
2. Mary Doyle and Carolyn Smith stepped down from the Communication committee. Email and newsletter blast has been very effective for outreach. Facebook blast is also effective. There needs to be a non-digital newsletter. The newsletter should be streamlined and for things not time sensitive. JP agreed to cover email and Facebook blasts.
3. Address book is updated every other year. Accuracy is hard because it's fluid and quickly obsolete.
4. Gerard proposed a New Resident Welcome committee.

Enhancement of Entrances: Gerard, Sheila, and Pam proposed to replant and restore entrances (aside from the painting) which will be done on the 29th. Gerard put together a budget of what is needed. We will purchase the items \$600-700 to get started and refresh on a quarterly basis, with an annual budget of \$1500 (but does not include rocks). General agreement that the moldy boulders are not desirable; smooth boulders are preferred.

- 7:43pm Linda motioned to budget \$2000 for entrance; second by Roth; all in favor

New Business

Board Workshop: Scheduled for 28-March 8:30am. It will need to be posted.

Questions and Comments From Residents

1. Joe Mallozzi asked for garage sale. Decided on an email blast for Saturday, April 18. Joe & Jackie Mallozzi will be the point of contact
2. Would like to see a bench at each of the ponds
3. Garden club on 29th of March
4. When do we do mulch? Once a year in April. Manager is collecting quotes. Brown mulch
5. Crepe Myrtle trimming...? Some people want them cut, some don't

6. Tom Geraci asked if any plans to do something with the Roxbury ditch? Water backs-up. City is responsible for the flow. If we get some pics, we can contact the City. The last time we contacted them, the City was back-logged. Ground has slid to form a natural bridge/barrier obstructing the flow.

Motion to adjourn: 7:59pm Lois motioned to adjourn; Roth seconded; all in favor.