



Meeting Minutes  
8 January 2014

**Opening:**

The regular meeting of the Brennan Estates Homeowners' Maintenance Corporation was called to order at 7:13p on January 8, 2014 in the Library of the Olive B. Loss Elementary School by Heather McVey.

**Present:**

Heather McVey, Nemishh Mehta, Gerri Thomas and Rose Smith.

**Guest Speakers:**

State Representative Bethany Hall-Long reminded us that the State goes back into session this month. She also informed us that construction on the bridge unfortunately will take longer to be completed. It will more than likely reopen in early 2015. The recent opening was authorized by the Corp. of Engineers and was done only for the Holidays.

State Representative Earl Jaques will be checking for additional potholes in the area and informed us that the 301 Bypass Project has been temporarily halted due to Bond issues.

**AGENDA**

**New Castle County Community Service Unit:** A new Officer was assigned to our neighborhood early this month. Not much criminal activity has taken place. There were only two thefts that took place from November through January.

**Homeowner Questions/Comments:** Is there a link on the webpage for our Facebook page? Nemishh will contact Jim.

**Financial Spending:** The question was raised as to whether or not the accountant could chart accounts quarterly as opposed to annually to make it easier to go over the budget. Rose will ask the accountant.

**2014 Budget:** The Budget is being mailed as a final copy for voting and approval.

**2014 Board Members:** Rose raised the question as to whether or not Members ran for one or two years. It was determined that they are two-year terms. There are currently four seats available on the Board and ballots will be mailed for nominations.

**Around the Neighborhood:** There is an ongoing problem with parking. The Board was asked if parking could be extended in areas of concern. Unfortunately it would be too expensive to extend all parking areas.

### **OLD BUSINESS**

**Trash Pick Up:** Gerri – The trash company has been called about the extra cans for pickup.

**Doggie Bags:** Gerri - She will call to get the doggie bags replaced. Heather will make sure Gerri gets the keys to unlock the cans.

**Lawn Service:** Glenn (not present) - Dunleary has a major standing water issue. The area in question is protected by wetlands. DNREC is researching to see what can be done about the problem. Conservation was already out. Wetlands is a Federal issue and rectifying the situation can take years. The water is coming from the woods. A survey of the area may possibly be needed.

**Snow:** Glenn (not present) - There are some cul-de-sacs that seem to be missed by the plows. Heather and Gerri both suggested calling or emailing them when this is the case and they will get the contractor back out to plow.

**Sidewalks:** Jerry Phillips (not present) - Heather noticed that some of the sidewalks marked with an "x" are not in the common areas.

**Meadows Gazebo:** Heather – Nothing new to report.

**Mailboxes:** Heather – Nothing new to report.

### **NEW BUSINESS**

**Post Net/Bank:** Heather – Thought it might be helpful to have the mail and banking done twice a week. After discussing the issue it was determined that things would be left as is.

**Adjournment:** The meeting was adjourned at 8:20p.

The next meeting is scheduled for February 5, 2014 at 7:00p in the Olive B. Loss Elementary School Library.

Minutes submitted by: Susan Muzzleman

Approved By:



Meeting Minutes  
5 February 2014

**Opening:**

The Annual Budget/Board Elections meeting of the Brennan Estates Homeowners' Maintenance Corporation was called to order at 7:08p on February 5, 2014 in the Library of the Olive B. Loss Elementary School by Heather McVey.

**Present:**

Heather McVey, Chandrasekhar Arutla, Gerri Thomas, Vicki Coulter, Ernest Dempsey, Glenn Matthews, Carol O'Donahue and Rose Smith.

**Guest Speakers:**

State Representative Bethany Hall-Long reminded us that the State is back in session until the end of June. She congratulated the Board on an excellent job and informed us that there are 51 municipalities in Delaware and our community is as big as one of those towns.

State Representative Earl Jaques informed us that a house was recently dedicated to homeless veterans through the House Veterans' Committee. He said one out of every six homeless person is a veteran and half of those are women. The Federal authorities and DNREC have been rescheduled to inspect the drainage issue on Dunleary due to the weather. The Governor wants to propose a \$1,000,000.00 budget to take place over the next five years to improve Delaware's infrastructure. He proposes a \$.10 tax on gas to help pay. If it passes, Rep. Jaques will propose that a percentage of the tax on gas be used to improve our communities' roadways. The expansion of Howell School Road will take place between 2015-16. Rep. Jaques is against funding higher education. The State already provides \$130,000,000.00 to the University of Delaware where only 28% of the students that attend are Delaware residents. He also feels that some of the nicer things being done in North Wilmington should be done here as well.

## **AGENDA**

**Budget Q & A:** There is currently \$110,000.00 in the Replacement Fund. It was asked whether or not ground and maintenance comes out of that fund? No. Anything done to or repairs at tennis courts, basketball courts, playgrounds and gazebos comes out of that fund. We are budgeting more this year due to the fact that the concrete work took up a huge amount of money and there is still concrete work left to be done this year. There was a larger amount budgeted last year for trees and shrubs due to the fact that bush hogs were used to cut back overgrowth at all open spaces that needed it. That initial charge was expensive and now only a little is needed for maintenance here and there. The expense on ponds and fountains comes out of the operating budget not the replacement fund.

**Budget Vote:** The Budget has passed as-is with a 53 to 2 vote. All ballots were audited to make sure everyone is an owner and listed on the Deed. Heather thanked all eight homeowners for attending.

**Election of Board Members:** Glenn stressed the necessity to have a full Board. Open positions were filled. Heather thanked everyone.

**Homeowner's Questions:** Who performs maintenance? Altra and that company was obtained by sealed bids. What about the pool? It is not affiliated with the community at all. Deldot maintains streets. The association handles all common areas. Can the driveway be concrete? No. Will we get any reimbursement for monies spent on snow plowing? Yes. We met the 4" requirement to get reimbursed for a portion of the cost of snow removal at least 3 or 4 times. Since Brennan is a major cut-through, snowfall accumulation is based on measurements taken at any of the locations at Newark, Troop 2 or Middletown. If any one area measures 4" we are eligible for a reimbursement on snow only not salt.

**Delinquent Properties:** Can judgements be placed against a person's credit report for those not paying their dues? Rose and Gerri will check. Rep. Jaques suggested asking a Sheriff's representative to attend a meeting to advise on how to "tag" homeowners tangible property in an attempt to collect on outstanding dues.

**Financial Outlook:** Phase 2 of the concrete project will begin. If anyone knows of any concrete or curb issues Heather has asked that you email the association. Remulching of playgrounds with 2" and the overhaul of the Meadows entrance gazebo with wood repair and painting will take place. All cluster mailboxes will be painted in the Spring. We will be checking into the cost of solar lighting for the gazebos and this item will be placed on the March agenda.

**Deed Restriction Violations:** Heather has asked for anyone knowing of any violations to anonymously email the association. A complete list of restrictions is located on our website. Just a reminder that any changes to front architecture must be approved by the committee as well as anything major. Solar panels are allowed in the front or the back.

**Adjournment:** The meeting was adjourned at 8:10p.

The next meeting is scheduled for March 12, 2014 at 7:00p in the Olive B. Loss Elementary School Library.

Minutes submitted by: Susan Muzzleman

Approved By:



Meeting Minutes  
9 April 2014

**Opening:**

The regular meeting of the Brennan Estates Homeowners' Maintenance Corporation was called to order at 7:05p on April 9, 2014 in the Library of the Olive B. Loss Elementary School by Heather McVey.

**Introduction of Board:**

Heather McVey  
Glenn Matthew  
Carol O'Donahue  
Vicki Coulter  
Zenobia Thompson  
Gerri Thomas  
Chandrasekhar Arutla

**Guest Speakers:**

**NCC Sherrif – Trinidad Navaro**  
**State Senator – Bethany Hall-Long**  
**District Rep – Earl Jaques**

**AGENDA**

**Officer Elections**

	Officers	Motion	Second	Yes Votes
<b>President</b>	Heather McVey	Zenobia Thompson	Glenn Matthews	8
<b>Vice President</b>	Glenn Matthews	Heather	Zenobia Thompson	8
<b>Treasurer</b>	Gerri Thomas	Glenn Matthew	Heather McVey	8

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**Homeowner's Questions:**

- Homeowner wanted to know if he could express a payment for homeowner dues. He can do bill pay via website. Ncc.org.

- Need to get word out about meetings. Can we send out flyers? People don't know about cancellations. Will put up signs and send emails.
- What are the deed Restrictions on Sheds? No unattached at all – must be attached and no larger than 8 x 8.
- There is a lot of grass ripped to pieces – It will be fixed.

### **Financial Outlook:**

March 1 – March 31

- Replacement of Assets (Interest bearing account - \$114, 724.51
- Business Checking - \$19,719.51
- Brennan Money Market Account – snow removal \$6,186.17. We had \$40K in the account
- \$15,866 borrowed from Replacement of Assets in snow removal
- We get a small portion back from the state 100% from Brennan Blvd.
- \$56K spent on snow plowing this year – includes sidewalks.

### **Deed Restriction Violations:**

- Basketball courts in the street
- New residents coming in are not always supplied with appropriate information
- NCC should send realtors to Gerri for neighborhood information.

Reminder – any changes must go through Archetechial review process. New residents coming in need to be supplied with appropriate information. All information can be found on our website .

### **Bryan Circle:**

Code enforcement has been out on multiple occasions. The house is going up for sale. We do not know who is selling it. People are living in the house boarded up because they don't have a door.

### **Projects:**

Phase II and III concrete projects being quoted.

The playgrounds will be inspected and remulched soon.

Mail Cluster Boxes to be painted in the spring.

The Ponds – reminder no fishing. \$5K to replace pump.

Lights– big flood light at the meadows playground needs bulb.

Meadows gazebo will be getting a facelift this summer.

No signs are to be put in center median. Any signs will be removed by Del Dot

Trashcans are now numbered

**Guest Speakers:**

Earl Jaques said that there were pot holes across from the basketball court. They will take a patch and pave it. It will be done this summer. He will be out with Rob Kelly next week regarding the drainage issue on Dunleary. Survey Crews state this is wetlands ground and is flat. They want the water to go to creek; cannot touch the wetlands. Earl will talk to Captain Logan and Del Dot about the intersection at Brennan Blvd and 896. There are too many accidents.

Trinidad Navaro said there are a list of attorneys who will go after people who don't pay dues. The Key will be to put a lien on property. If its not recorded, they cannot collect. We can have Sherrif department do a Goods and Chattle Sale. Lawer must be aggressive. He also stated that crimes are down across the board. Kids are breaking in and looking for cash because people are leaving doors unlocked. Be mindful – do things to deter criminals.

**Adjournment:** The meeting was adjourned at 8:30p.

The next meeting is scheduled for May 14, 2014 at 7:00p in the Olive B. Loss Elementary School Library.

Minutes submitted by: Rhonda Scott

Approved By: