

Brennan Estates Board Meeting  
New Castle County Conservation Building  
Wednesday November 14<sup>th</sup>, 2018 7PM

Members of the Board:	Position:	Section:
Heather Pasquariello	President	Meadows
Ernest Dempsey	Vice President	Meadows
Geraldine Thomas	Treasurer	Meadows
Rose Ann Smith	Correspondence Secretary	Terrace Townhomes
Zenobia Thompson	Board Member	Arbors
Courtney Glasgow-Rinaldi	Board Member	Meadows
Sekhar Arutla	Board Member	Southwoods
Vickie Coulter-Phillips	Board Member	Terraces Singles
Daniel Mawn	Board Member	Terrace Townhomes
Errol Rodriguez	Board Member	Woodlands

Meeting started at 7:05 PM. This meeting has two goals. We must work on and approve the final budget and we'll talk about price for maybe accepting a management company.

Concerning the Aspen proposal. They got 2 new contracts with communities like us, self-managed. \$6.50 per unit per month. They can add us. Aspen will do as much or as little as we want them to do. Schedule A shows price for mailings.

Brennan Residents are often confused between the bill for Brennan from the County and the bill for Sewage or Taxes because it comes in April.

The board asked about Aspen's General enforcement capabilities and how to report deed restriction violations. Aspen will track everything. They have a liaison on the board to keep on track of violations. Aspen charges for stamps and paper. The board anticipates a huge initial deed restriction cost.

Aspen will take care of A lot. They have 4 letters for debt, and residents can pay online with Aspen. Residents will be happy with this feature.

The board will choose what to pursue regarding deed restrictions.

Neighborhood resources will be dismissed if the board chooses to go with Aspen. Bob Villahura, our lawyer is staying. The board can accept Aspen on a Trial period. We can look to only do 1 year to see if they're worth keeping. Aspen will keep records of documents. That's included in cost.

Ask Aspen what the price of a mailer is.

Heather will ask Aspen what a deed restriction notification and a 4-page annual mailer will cost.

The board asked if there was any way to offset the sticker shock to residents? Probably stagger costs.

The board noted that they would like to explore the community website option. It would be \$50 a month, \$600 a year. People can use the website to report neighbor deed restrictions.

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Ernie made a MOTION to make Aspen the Maintenance Company for the period of 1 year. Heather SECONDED the motion. All in favor.

Heather is to follow up with Aspen. The board agreed to a 1 YEAR contract with the possibility to extend. She is to ask the cost of mailers. The board also noted that changing architectural guidelines is worthy of our time. The board decided to make decisions on architectural guidelines at later date.

The board will ask Aspen to send an introductory letter.

**Budget:**

Rose brought the most updated budget summary sheet.

There are items not on the sheet they will of course be added. Even with the items not included, we're still coming in under budget.

This is not final, but we'll vote because it's close.

The board put a new line item and the board investigated how to include Aspen costs. Maybe over 2 years.

\$600 in website line.

\$64,272 in managements fees. 16k to be added for mailing from Aspen. 73K to be a safe number. "Aspen"

Adding in line Aspen

Removing Record Keeping NCC

General Admin – expenses to not exceed 1K.

Delete postage line.

Heather to find cost of Audit for Gerri.

Pull trees down to 20K.

Heather to find price for Storm water for Gerri through Aspen.

**Maintenance:**

Signs are down. They're redone and being put up soon.

2019. There will be the Playground audit. The lights by Meadows will be put up.

Councilman Powers gave us grant money. \$1300 2x 2017 and 2018 with the stipulation that it had to be something for the community that was permanent. The board suggested that we put lighting in Meadows gazebo. It was accepted, so that will be done.

The speed signs, 2 of the 4 don't work so they will also need maintenance

After cutting costs in various areas, the board agreed to an annual increase of \$74 for 2019.

$250(\text{current dues}) + 74(\text{new increase}) = 325 (\text{total annual fees}).$

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In the letter about who/what Aspen is, we will reference other homeowner association prices.

Heather made a MOTION to approve the \$325 annual assessment for Brennan. Ernie Seconded. All agreed. The MOTION was passed.

Parking lot that is closed by basketball court would make a great volleyball court. Sod. Is that a possibility? The lights are right there. Sekhar to come back with more research.

Meeting ended at 8:30 PM