



Meeting Minutes
11 September 2013

Opening:

The regular meeting of the Brennan Estates Homeowners' Maintenance Corporation was called to order at 7:10p on September 11, 2013 in the New Castle County Conservation Building by Heather McVey.

Present:

Heather McVey, Nemishh Mehta, Gerri Thomas, Glenn Matthew, Zenobia Thompson, Vicki Coulter, Jerry Phillips and Rose Smith.

Guest Speaker:

State Representative Bethany Hall-Long informed us that Representative Earl Jaques has received the Emergency Services Award. She complimented the Board on their hard work and dedication in volunteering to serve the community. There have been some car and home breakins in the western part of Newark. She made everyone aware of an organization known as the Delaware Health Exchange run by the Affordable Care Act which allows insurance to those who cannot afford it otherwise. The Federal government will pay 100% in Delaware for the next six years. She asked that if anyone knows of someone in need of coverage to please contact her. Heather thanked Bethany for her help in replacing the storm drain covers. Elsewhere in the community, the new Shop Rite recently hired 300 employees and the Amazon in Middletown is currently hiring.

AGENDA

Homeowner Questions/Comments: None.

Financial Outlook: The total in the County Checking Account is \$12,425.53. \$3,000.00 was voted to be deposited into the Replacement of Asset account. 2012 monies that was not spent in 2013 totalled \$27,975.81 and was deposited into the snow removal account. Gerri reminded everyone that any homeowner wanting a copy of the Financial Outlook could contact her and she would send them a copy.

Deed Restriction Violations: Heather informed the Board that there are a lot of repeat offenders. A few abandoned properties are culprits as far as grass not being cut. Heather suggested that anyone seeing or knowing of a violation to please email her. Bethany informed the Board that if grass is an issue and it gets too high it can be reported to the County. Heather suggested compiling a letter of violators for Ruby so that she could follow up. It was agreed that ALL Board Members should be included in any email that indicates any violation that anyone sees.

2014 Budget: Heather suggested forming a committee of two to work closely with the accountant to prepare a new budget for next year and asked for volunteers. Gerri thought that the volunteers had to be elected. Vicki and Rose both volunteered. Heather Motioned to the Board to appoint both Vicki and Rose to assist with the 2014 budget. Zenobia seconded the Motion and the voting was unanimous as all in favor and the Motion was passed.

Around the Neighborhood: Swings by the townhomes is now repaired. Paint is on order for painting. Mulch is now done. Mulch used to be done every year but a couple years ago it was voted that it be put down every other year. Due to insurance issues and the great amount it takes every other year, Glenn Motioned that it be done every year. Gerri seconded the Motion and the voting was unanimous as all in favor and the Motion was passed.

OLD BUSINESS

Sidewalks: Jerry – Discussed under closed session.

Playgrounds: Heather – Swings are repaired and paint is on order.

Tennis Courts: Jerry – Repair is still “on the list”. Company under contract is backlogged due to weather. Tennis court has to be completely dry before repairs can begin.

Ponds/Fountains: Gerri – Four fountain heads have been replaced. One had to be shipped to New York. It is now back. All seals have been replaced. Pumps have now been marked to determine when they have been serviced and/or replaced. Seals will be replaced every two years now that we are on a schedule. Fountains should always be working. When the pumps are pulled out spring replacement will automatically be scheduled. It was agreed that the bayberry spray and lights are better. Things should go well with the fountains from here on out.

Lights/Sign: Zenobia/Heather – Lotus street light is out. Report to Ruby since she handles street lights. Gerri will wrap poles for easy detection during the day. There is apparently also a light out on Brennan. Glenn saw a light out at the gazebo which has to be fixed by Altra. Glenn thinks it might be a timer issue. The playground section light by the school also needs to be replaced but a bucket truck is needed to replace it. DelCollo was suggested. Heather will get quotes.

Meadows Gazebo: Rose – Never heard back from the guy who gave original quote. No news to date. Gerri suggested contacting the homeowner who attended June's meeting since he seemed quite knowledgeable and may be able to help. Heather said even though Brennan cannot get rid of the gazebo altogether, there was nothing that indicated that it had to be as big as it is. Perhaps we could get quotes on a new smaller one.

Irrigation: Heather – There is a leak in the front room at the bilco doors. It has been fixed. Before the first frost, the system will be turned off.

Trash Pick Up: Gerri – Gerri rides through every Tuesday and trash is always all over. There is presently one boy picking up trash and two are needed to keep it under control. Glenn said that there are two boys on his street that may be interested. Gerri said that they will get paid.

Lawn Service: Glenn – Three sealed bids were requested. Two were in hand. In depth discussion on current lawn maintenance company. Jerry and Gerri thought that service has not been up to par since the old foreman left. Cut-backs were put into place two years ago by Brennan on ponds, pruning and mulch to assist in the budget. The maintenance on these services is extra over and above the total contract price for lawn maintenance. The algae in the pond on Brennan and the primrose in the other two could be prevented if treatment were done more often as is needed. The bid for the current lawn maintenance company was the lowest of the two in hand and that price would not change for a five-year period which would be the term of the contract. There was concern over a 5-year contract. Nemishh asked Glenn if there was an out and there would be if one or the other party gave a 30-day written notice for termination. Zenobia Motioned to continue with the current lawn maintenance company for the 5-year term. Nemishh seconded the Motion and by a unanimous vote the Motion was passed.

Trash Cans: Heather – Can't find the same trashcans. Heather shared print-outs for similar metal cans with thermal plastic coatings in two sizes. Nemishh and Jerry both thought the 22 gallon can in the clay color would be sufficient. All agreed and Heather will order six cans plus one extra for storage to be shipped to her.

Mold Issues: Nemishh – The mold on the sides of homes is becoming an eyesore. Nemishh suggested getting a company to assist homeowners in the cleanup. Heather didn't think homeowners would pay for it. Glenn suggested sending out a letter asking if anyone would be interested. Heather thought we could find a company to discount 20% for a neighborhood group rate. Zenobia thought that Rose could prepare a community letter. Heather thought we could put it in the upcoming Newsletter. Rose didn't believe it would be right to endorse one company over another but thought we could approach it as a health hazard along with other home maintenance like changing smoke detector batteries. Rose will do the Newsletter. Heather asked if anyone knew of any upcoming community events that could also be put into the Newsletter.

Parking Lots: Heather – There is excess parking on Jasmine before the pond. A resident asked if a post and rail fence could be put up like the one on Wisteria.

Nemishh suggested that Heather tell the resident that the Board would like to hear more about the situation and perhaps the resident could get some estimates. Heather with reach out to the resident.

NEW BUSINESS

Board Members: Alison Murray and Anuja Jungade are no longer members of the Board. They have retired.

Mailboxes: No further news when asked by Zenobia. Nemishh has asked Heather to contact Brian Marker to see if he could help with this matter. Jerry is going to review his old estimates as well.

Adjournment: The meeting was adjourned at 9:03p.

No new meeting has been scheduled.

Minutes submitted by: Susan Muzzleman

Approved By: