

Brennan Estates Board Meeting
Olive B. Loss Elementary School Library
Wednesday January 10th 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
Abeer Amir	Board Member	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
Victor Santos (Absent)	Board Member	Terrace Townhomes
Errol Rodriguez	Board Member	Woodlands

President Pasquariello brought the meeting to order at 7:04

President Pasquariello opened the meeting with a list of 2018 Projects. The projects were reviewed and board members noted which projects they could take charge of.

Roadwork

This project involves noting all potholes within the development. This could be done most easily by runners or walkers to make a list of issues and record where they are. The closest addresses should be recorded for DELDOT so they can fill the potholes.

Ernie Dempsey said that he would take on this project.

Concrete

This project involves noting how many squares need to be redone on the main road and Ballina. The board is responsible for the main road and Ballina and then the handicap transition pieces. All the concrete that the board is responsible for will be inspected and noted for replacement if need be.

Rose Smith said that she will take on this project.

Playground

This project involves calling an inspector out to check the playgrounds for safety. The playgrounds need to be inspected for safety every 2 years. It has been 2 years since the last audit. In April the board plans to audit the playgrounds.

A MOTION was made by Rose Smith to approve the audit of the playgrounds in April. All in favor. Motion APPROVED.

Heather Pasquariello said that she would take on this project.

Trees

This project involves calling an arborist to come check out the health of the trees in the wooded areas of Brennan to see if any need to be removed. The Board is not responsible for the trees that homeowners plant in their own back yards, but they are responsible for the wooded areas.

Zenobia Thompson said that she would take on this project.

Ponds

This project involves maintaining the pond's health. This includes shocking the pond when the algae gets out of control and maintaining the grass around the pond

Geraldine Thomas said that she will remain in charge of this project.

Cleanup

This project involves cleaning the common public areas around Brennan. Brennan currently employs three Brennan teenagers to complete this task. The weather lately has not permitted them to go out and pick up litter. They will resume when the weather improves.

Doggy Stations

This project involves replacing the bags in the doggy bag stations when they are empty.

These stations are something that the board has offered for a while. The community members have been taking advantage and vandalizing the stations. People are not using the bags to clean their dog's messes.

When the weather breaks, the board can advertise that we will hire teenagers to clean and replace the doggy bags

Front Entrance Lights

This project involves replacing the light at the front entrance.

Heather Pasquariello said she will take on this project.

Front Entrance Brickwork

This project involves looking for someone to do masonry--Pointing brick masonry. The project that needs to be done is too small for many of the contractors that the Board has found thus far. It was suggested that the board should put an ad in The Cecil Wig.

Rose Smith said that she would take on this project.

Tennis Courts

This project involves refinishing and ensuring that the tennis courts are up to code.

Sehkar Arutla said that he would continue to do this project.

Basketball Court

This project involves resealing the asphalt on the basketball court. The board does not expect that this should cost too much. The anticipated problems with this project are keeping the kids off the basketball courts for 48 hours so the sealant can set and dry.

Ernie Dempsey said that he would take on this project.

Neighborhood Shred

Geraldine Thomas reminded everyone about the board's plan to bring in a shredding truck after tax season. This will be provided for free to the residents of Brennan and we will advertise once it gets closer.

Conclusion

A MOTION was made to conclude the meeting. All Agreed. The meeting was concluded at 7:53 PM.

Next Meeting Date

The ANNUAL meeting will be held February 7, 2018 @ 7:00PM

Brennan Estates Annual Budget/Board Meeting
 Olive B. Loss Elementary School Library
 Wednesday February 7th 2018 7PM

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

President Pasquariello brought the meeting to order at 7:03 PM

Senator Hansen and State Representative Earl Jacques both spoke briefly about items they wanted to bring to the community's attention. Representative Jacques noted that Fairview campus, middle school and high school are being built in Odessa to accommodate that region. Senator Hansen spoke on the topic of pan handling on route 40. She is meeting with cops about strategies to take care of this problem. There were 70 arrests for panhandling recently. One gentleman was arrested 20 times. Senator Hansen noted that among panhandlers, there were 2 groups. There are scammers from Elkton, then mental health/homeless/jobless individuals. Senator Hansen noted that to stop the panhandlers, the community must stop giving money and food. It is unfortunate and contradicts human decency, but that is the only way to stop the problem from persisting. Community members are supposed to call 911 when they see someone panhandling.

On the topic of Littering, there is a task force that has been recently formed. Senator Hansen has put forward many articles of legislation. Littering from dumping large trash bags has been a huge problem recently. "Keep American Beautiful" Public Information license plates will be available for purchase soon to help raise awareness. Senator Hansen is currently scheduling a meeting with waste haulers to discuss the trash that comes from the trash trucks.

There will be a gathering with Senator Hansen and State Representative Earle Jacques at Whereabouts Café in April. See Facebook for more details.

There will be a Small Business roundtable on the 28th of February at 10am. It will be located at the Kirkwood Highway Small business headquarters. There will be another Maintenance Corporation meeting in September. The meeting will probably be on the topic of Wastewater systems and how to better manage space to decrease littering and pollution.

New Castle County Councilman Powers arrived. Councilman Powers noted, concerning Old Porter Road on Fieldsboro, Bell and he voted against the bill on a road because there are ditches right on the side of the road. 3 people have died on that road due to their cars going off the road and into that ditch.

Ruby, Councilman's legislative aide sent information at the request of the Brennan Estates Board on reverse 911. This would mean that should the cops be called for a serious issue; community members would be notified by the authorities via automated call. The neighborhood would like to implement it or figure out how to enroll in it as the community was not notified of the last incident—which was extreme enough to warrant a notification.

Councilman Powers suggested that we invite a policeman to come and explain the process during the next meeting.

On the topic of Door-to-door salesmen, community members have been complaining about the influx of salesmen who seem to be suspicious. Salesmen must apply for a permit, once they're approved, they'll have a badge to show you they've been background checked by the county. President Pasquariello asked what steps to take to become a non-solicitation neighborhood. Councilman Powers said that oftentimes non-solicitation communities still get visited by solicitors. It was then noted that all community members can do is to check for the badge issued by the county.

Homeowner Q&A

President Pasquariello opened the floor for community questions.

Community members asked why they had not been emailed about prior meetings. The board responded that every month, emails are sent out to all community members who have their emails on the Brennan Community email subscription list. Some people noted that they are on the list, but do not receive emails every time. The board will investigate this issue.

Board Introduction

All board members introduced themselves, their history with the neighborhood, as well as what they do on the Board.

2018 Budget Vote

All submitted votes were counted. There were 70 total votes. One Brennan community member abstained from voting for the budget. 64 were in favor of the budget, 5 were opposed.

The budget is APPROVED.

2018 Board Member Vote

Arbours had no seats up for election. Zenobia Thompson retains her seat as a current board member.

Meadows had one of the three seats up for election. Courtney Glasgow-Rinaldi won with 10 votes.

Southwoods had its seat up for election. Sekhar Arutla won with 6 votes.

Terrace Singles had its seat up for election. Vickie Coulter won with 6 votes.

Terrace Townhomes had one of three seats up for election. Rose Smith won with 5 votes.

Woodlands had one seat up for election. Errol Rodriguez won with 1 vote.

All board members kept their seats and welcomed Errol Rodriguez as a new board member.

Conclusion

President Pasquariello told the community members the plans for the year ahead.

A MOTION was made to conclude the meeting. All Agreed. The meeting was concluded at 8:02.

Next Meeting Date

The next meeting will be held March 7th, 2018 at 7PM at the Olive B Loss Elementary School Library.

Brennan Estates Board Meeting
Olive B. Loss Elementary School Library
Wednesday April 11th 2018 7PM

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

Abandoned Cars--Police taking over

POLICE REQUIRE THAT TAGS BE 30 DAYS EXPIRED AND ARE NON-OPERATIONAL

TENNIS court Judgement

5K judgement. The company hasn't paid. The board will have to have 3rd party collections to collect, but the 3rd party collections company would take their cut, but we would still have a cracked tennis court and less than 5k.

Sen Hansen – Speaker

Opioid Bill-- making amendments and releasing it next week

Impact fee on manufacturer not consumer

Looking at collection is 9.2 M from last year if implemented last year

Money collection to fund rehab for opioids

NY passed it recently

Other news. Alt therapy bill

Lift caps on PT and chiropractic and acupuncture, massage, and yoga

Pilot for massage therapy and open it later for acupuncture and yoga

Brennan Estates Board Meeting
Olive B. Loss Elementary School Library
Wednesday May 9 2018 7PM

<u>Members of the Board</u>	<u>Position</u>	<u>Section</u>
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
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Sekhar Arutla	Board Member	Southwoods
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Errol Rodriguez	Board Member	Woodlands

Meeting with new attorney regarding collections process. And deed restrictions

Bob Vilihura– lawyer

Litigation- Must call him to tell him you'd like to take next step. Provide policy-demand letter (fixed price) any response (fixed price). The lien probably won't work in this instance. The credit agency picks it up and puts a ding in resident's credit score. We have to make them put out "hard money"

After that- law suit. (450-600) Then, if they fight (more than 450-600) (Less than 10K for final cost if they fight aggressively)

No surprise costs.

"More than happy to do collections"

Deed restrictions Letters sent. Another letter sent notifying resident of fines. Still not removed. No response. Lawyer got involved. Chancery court. Mediation date. Residents didn't show up. Second Mediation date. Someone MUST attend the meeting because we are a CORPORATION. It looks better. If nobody attends, the court can rule against you.

Many lawyers afraid of trial—don't want to look dumb. Also, the cost is so high. #NextLevel Court expects high level of compliance. Super strict. Chancery court issues.

Recommended a few management companies. No other neighborhoods this size are self-managed.

Brennan Estates Board Meeting
Delaware Agriculture Services Center
2430 Old County Rd, Newark, DE 19702
Wednesday July 11th 7PM

<u>Members of the Board</u>	<u>Position</u>	<u>Section</u>
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	Terrace Singles
Errol Rodriguez	Board Member	Woodlands

A representative from Terrace Townhomes has resigned from the board, and as a result there is a spot on the board open in Southwoods and one open spot in Terrace Townhomes.

The new Brennan Estates lawyer is getting a response. Brennan President and Treasurer received phone calls from Brennan Estates community members about settling the debt they owe.

The board's strategy with settling the debt is a top-down strategy. Focusing on community members who have the most amount of debt, and then working down to those with lower amounts. The board noted that is the most cost-effective way to approach debt settlement considering the fees incurred when sending letters from the lawyer.

The new Brennan Estates lawyer has taken over the deed restriction violation shed case. He thinks he can re-open it even though it's closed.

He also thinks he can take over the issue with the tennis courts. An out-of-state company did faulty work of the tennis court. He didn't ask for court fees or collection fees. The board can go back to the courts with this case and probably get more.

Basketball Courts

Shekar having someone come out to look at basketball courts

Tennis Courts

Tennis Courts must be maintained. The board discussed which company to go to. Prior offer from Richard's Paving. There were also two options from Add in Tennis LLC. There was a \$8,000 1-year guarantee option and a \$15,000 3-year guarantee option.

The board discussed the differences between the three different options. The board will check the Better Business Bureau and ask for references as well as before and after photos of prior jobs.

A vote was called. President Pasquariello made a MOTION to vote on the tennis court for Add in Tennis LLC for a total of \$15,000 to repair and resurface tennis court with the stipulation that they pass BBB and before and after photos. They will also ask about annual maintenance. The board would like to have the nets tightened, loosened, or taken off. The Board will also ask for a price for a new net and ask to

have Add In Tennis LLC teach board members to take the nets down.
Vote was unanimous. No oppositions were voiced.

Gerri reminded us that we have not installed the faux coyotes which were purchased to deter the geese.
The board is to find a time to install them.

Sprinkler System

A new pump is needed for the sprinklers up at the front of the development. President Pasquariello is currently waiting on price for that. President Pasquariello noted that the pump house needs to be addressed. Sump pump may need to be replaced

County Grant

County gave us a grant of either \$1,000 or \$2,000. Councilman Powers had constituent money available. Brennan was chosen as the recipient of the funds. The board would like to put lighting in gazebo with the money granted.

Abandoned Cars

Recently, there has been a rash of abandoned cars in development. Board members have been tagging cars and telling the owners that they are not allowed to park where they did.
Of the nine cars tagged, eight of them have been removed.

Board members report the cars to the county. The police officer came out and declared that they can't do anything.

The Board discussed past success that they have had with Police Officers. Namely, Officer Perez of County Code Enforcement. The board is to contact him about cars that need to be towed.

Public Relation liaison from the county has not fostered in recent years. The board discussed that they would like to have a relationship with a county public relation liaison.

A member of the board noted that members of the community or board members can file a nuisance report. Once you're on that list, you're told that if there is another complaint, jail is inevitable.

Board Tasks

Ernie is going to do basketball courts.
Errol is getting someone to do brickwork.

Outside trashcans to be ordered this week.

Jennifer Parrish, a member of Senator Stephanie Hansen's staff is to organize a Maintenance Corporation coalition for boards from Bear and Middletown. Quarterly meetings would be preferable.

Community Member Dan Mawn agreed to be the new board member representative for Terrace Townhomes.

Conclusion

A MOTION was made to conclude the meeting at 8:10. All agreed.

Brennan Estates Board Meeting
 Delaware Agriculture Services Center
 2430 Old County Rd, Newark, DE 19702
 Wednesday September 12th 7PM

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

President Pasquariello called the meeting to order at 7:05 PM.

Board members questioned if the location for the meetings would be changed to the Delaware Agriculture Services Building going forward. President Pasquariello told the board that the school in the neighborhood is not receptive to the idea of Brennan Board Meetings being held there so there is little that the board can do.

[Closed Meeting Agenda]

The Meadows sign is to be put up again.

The Board is looking to bring in management company with a 6 month contingency.

Front Roadwork

All the paving is finally done. \$240,000 to repave. New sidewalks. Due to the Americans with Disabilities Act, they changed our sidewalks to put in crosswalks.

Had to reconfigure how the entrance to the neighborhood works. The workers moved the handicapped ramp to be more like stairs. They added handicapped rails and also fixed the sidewalks in some places.

Front Entrance

The whole sprinkler system died. New pump and compressor and controller will cost about \$1300-\$1400 to replace.

Trash Cans

The board ordered 15 new outdoor trash cans as well as double the amount of liners totalling \$5000.

Brennan Trees/Bush HOG

The Board scheduled the bush hog for fall. It should happen within the next 60 days. All of the open spaces in the neighborhood will be trimmed. The board will lift tree branches and bush hog the rest. The board will cut back the woods so they don't encroach on the open space. The contractors who come out to do this work will focus on the huge pine trees on Ballina.

Member asked if we can send letters to the people whose trees are hanging over the sidewalk. "New Castle County Parcel Complaint." Must be reported to county

Sekar noted that the woods are encroaching on a few neighbor's property. He asked if the contractors will be helping with this issue. President Pasquariello replied that the if neighbors want that area cut back the contractors will take care of it. Some residents don't want the areas touched.

Bike path is unsightly. Cracks in pavement and some overgrowth of trees, Heather is to send this information off to Jeff.

Dan noted that there is a concern in the sidewalk. There is a crack starting to form from Shawn to Wicklow.

Gun Shot Complaints

Residents have heard gunshots and have complained to board members. President Pasquariello thinks it may be fireworks. There are people who set fireworks to scare animals away before they do any kind of work.

There are also reported holes in stop signs, so it seems like the sign is being used for target practice.

Street Lamps

When a street lamp goes out, community members should go to the DELMARVA website or phone app. On the computer, you can use the link <https://www.delmarva.com/Outages> and navigate from there. If community members have the phone app, with GPS turned on, it is easy to find the street light that is out. One would simply tap it on the phone app, and it's reported

Abandoned Cars

The abandoned car situation is under control. The board will keep reporting it. Jose Perez is going above and beyond to help the community solve this issue.

Basket Ball Courts (Vote Needed)

The board reviewed the options. There was only one decent offer from Moores Sealed. Heather made a MOTION TO APPROVE Moores Sealed.

All were in Favor. The MOTION passes.

2019 Budget

Need to have management company prices before 2019 budget. The board noted that they would like to hear from more management companies and get exact prices.

The meeting ended at 8:20 PM

Brennan Estates Board Meeting
New Castle County Conservation Building
Wednesday November 14th, 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.

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

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.

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

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

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

Brennan Estates Board Meeting
Olive B. Loss Elementary School Library
Wednesday December 12th, 2019 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
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Errol Rodriguez	Board Member	Woodlands

President Pasquariello brought the meeting to order at 7:04 PM and asked the board for opinions on the newsletter and mailer to go out to the community.

Dan suggested we need to drive home point that Board Members are volunteers and are not paid. Ernie suggested mentioning that Aspen is necessary because without the board, nobody would show up.

Approve Budget for Mailer

Approved budget for mailer.

Approve Vote for Budget Ballot for Mailer

Approved.

Approve vote for Board Ballot for Mailer

Approved.

Design 2019 Newsletter

Changes made, and with changes, approved.

Other News

A community member, Sahit Reddi earned his Eagle Scout ranking for his project in Brennan consisting of exercise stations and benches along the bike trails.

January Meeting, January 9th. Everything to be approved and finalized, and sent out.

The board members noticed that at one of the entrances to Brennan, SEVERAL trash bags were in the woods. The board members will take care of this personally.

Conclusion

A MOTION was made to conclude the meeting at 8PM. All agree.