Brennan Estates Maintenance Corporation

# Meeting Minutes

# November 18, 2021

## Opening

The Annual and Budget Meeting of the Brennan Estates Maintenance Corporation was called to order at 19:09 on November 18, 2021 on Zoom by Heather Pasquariello.

## Proof of Meeting Notice

Meeting notice and the proposed annual budget were distributed via mail in October including the meeting access procedure. Meeting notice was also sent via e-mail.

## Open Issues

1. Election of Board Members (19:15)
	1. Rose Smith was reelected to represent The Terraces Townhomes.
	2. Heather Pasquariello and Courtney Glasgow Rinaldi were reelected to represent The Meadows.
	3. Tom Bremmer was newly elected to represent The Meadows.
	4. Mike Doyle was nominated to represent The Arbours.
2. Financial Report – Proposed 2022 Budget (19:25)
	1. The proposed 2022 budget was discussed.
	2. The Primrose Playground project was discussed at length.
		1. Primrose playground repairs represent a substantial cost which will deplete the Maintenance Corporation’s reserves.
		2. The Brennan and Primrose playgrounds will need to be replaced within the next several years which will require funding from the Maintenance Corporation.
		3. An initial estimate by Cunningham Recreation was rejected by the Board due to cost. A revised estimate of $296,143.52 was received and reviewed.
		4. An estimate by River Valley Recreation was also received and reviewed.
		5. Heather Pasquariello contacted state legislators to inquire about grant funding opportunities, of which Brennan Estates only qualifies for a tree replacement grant ($5000) which the Board will pursue. The state will cover only the cost of playground removal for communities that cannot afford the expense.
		6. There may be opportunities for fundraising through corporate sponsorships and/or community fundraising events.
	3. The annual budget vote commenced at 20:14. The proposed budget was not passed The Maintenance Corporation will revert to the 2021 budget.
		1. Mail-in vote: 15 approve – 70 disapprove
		2. In-person vote: 27 approve – 29 disapprove
		3. Total: 42 approve – 99 disapprove

**Old Business**

1. Open Projects:
	1. Entrance Brick Repairs – pending. Finding a contractor for this work has been challenging and was postponed due to the ongoing crosswalk work by DelDOT at the entrance off Summit Bridge Road.
	2. Playground – Discussion & Proposals Review
		1. All three playgrounds underwent annual inspection. The Brennan and Sarah playgrounds will undergo routine repair which has been approved by the Board.
		2. The Primrose playground is at the end of life. Replacement parts are no longer manufactured. The playground must be removed and replaced.
		3. Brennan Estates’ amenities including 3 playgrounds are registered with New Castle County. Consolidating to 2 playgrounds would require modification to those registration documents and may result in legal issues as homeowners bought into a community with the currently registered amenities.
		4. The Board is seeking volunteers to assist with playground funding and design. Interested individuals should contact info@aspenpropertymgmt.com.
	3. Pond Fountain Work – pending.
2. Closed Projects
	1. Gazebo Replacement
	2. No Trespassing Signs. Jennie to follow-up to make sure these were installed.
	3. Pokemon Site – Relocation
	4. Pool Parking Area Sign
	5. Update HOA Website – completed by Courtney.
	6. Playground Safety Inspections – see above
	7. Phase One – Tree Replacement Project. Tree replacement was prioritized in highly trafficked areas first.
	8. SWM Pond Inspection Work

**New Business**

None

**Open Forum (20:45)**

Residents were able to share concerns in an open forum.

Several residents expressed interest in revising the deed restrictions, which requires 2/3 of homeowners to agree (see [First Amendment to Declaration of Restrictions](https://www.brennanestatesassociation.org/PDF/Amendment_First.pdf)). Residents are encouraged to work together on these proposals to optimize time spent. Each proposed deed change can be included on a separate petition. Individual Architectural Change Requests should be submitted to Aspen and denials can be appealed to the Board.

Residents requested that the most common violations by section be published.

Residents continue to report fishing in retention ponds and suspicious activity in the pool parking lot. These should be reported to New Castle County Police. Lack of police response can be reported to Representative Eric Morrison and Senator Stephanie Hansen.

## Agenda for Next Meeting

At the next meeting the Board will discuss landscaping with representatives from Altra.

## Adjournment

Meeting was adjourned at 21:07 by Heather Pasquariello. The next general meeting will be at 19:00 on February 17th, 2022, on Zoom.

| Minutes submitted by: | Andrea Tully |
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| Approved by: | Name |