

LANDMARK MEWS COMMUNITY ASSOCIATION MINUTES  
Board Meeting February 8, 2012

The February LMCA board Meeting was held on Wednesday, February 8th, at the home of Delia Riso, 6269 Chaucer View Circle. Members Present: Dan Aminoff (President), Joel Kaplan, Loren Scieurba (Vice President), Delia Riso, Linda Carter and Bill Gaffney. Absent was board member Tom Craig. Also present were Roger Casalengo (Property Manager), Marty McDonald (Treasurer), Bill Evinger (Covenants Chair), and Heather McGhee (Secretary). Also in attendance were homeowners Bill Evans, Simon Bennett, and Chris Dale. Dan convened the meeting at 7:00 p.m.

### **Secretary's Report**

Heather apologized for not having hard copies of the minutes to distribute, but explained that Board members had already been sent a draft of the minutes to review and that they had also been posted on the website. She then said that there was only one change from the initial draft, and that was to note that Loren arrived about 15 minutes into the January meeting. She then asked if everyone had a chance to go over the minutes.

*Loren Scieurba moved to approve the January minutes. Bill Gaffney seconded. Approved 6-0, Absent 1*

### **Property Report**

Roger started by sharing that a resident had requested that maintenance be done to the interior portion of the brick wall in their yard. He continued by saying that the exterior of the wall had already been taken care of, but was unsure as to how to proceed with the homeowners request. Bill G. stated that if we do the requested work for this homeowner that all future requests by homeowners would have to be handled in a similar manner. Loren then added that since LMCA owns and maintains the brick wall, that whether work needed to be done on the interior or exterior, it was the community's responsibility to do so. Roger then moved on and said that the speed bumps had been painted. Lastly Roger brought up the fact that it is still difficult to communicate with the 19 renters throughout the community. Loren reminded everyone that homeowners are supposed to send their lease agreements to Marty so that he is aware of any new tenants, but unfortunately very rarely does that actually happen.

### **Financial Report**

Marty began by saying that the auditor would be at his home on February 9<sup>th</sup> to go over the financials. He then stated that he had adjusted the definition of the Restricted Reserve fund that appears on the LMCA Financial Report so that it now read, "Funds identified by the Association to defray the future repair or replacement costs of those major components the Association is obligated to maintain. This reserve was created to hold the \$25 monthly dues increase that went into effect in 2004 for the purpose of repairing or replacing the roads, sidewalks, gutters and wall. Included in Restricted Reserve (beginning in 2008) are Funds (\$20,000) placed in Reserve for Unexpected Legal or Snow Removal Expenses. In the Reserve Study conducted during 2011, the Board of Directors accepted the recommendation that all components owned by the Association be

maintained with Restricted reserve Funds.” Marty then said that he wouldn’t buy a new CD until June or July and that the restructuring of the trash and landscaping contracts had saved the community about \$9,500 per year. Although he did mention that after running the numbers, instead of the promised \$15.75 per unit for trash pick-up, it appeared that the contract actually stated \$16.81 per unit and asked that someone look into the price discrepancy. Marty also said that all three homes that were in foreclosure had now been sold and that he had recently bought supplies and printing materials for new home owner packets. Lastly he reported that \$700 had been spent on the painting of the speed bumps.

Roger then reminded everyone that they are still trying to collect a fine payment from four months ago. He thinks it might be possible that the homeowner is unaware of the fine since he has an automatic withdrawal set up for his dues payments. It was suggested that a notice be taped to the homeowner’s front door.

### **Covenants Committee**

Bill Evinger reported that there had been no requests to modify during the month of January. He then said that the Covenant Committee was starting to get organized for the spring inspections and hoped to both start and finish the inspections earlier than last year.

### **Presidents Report**

Dan said that the Landscape Advisory Committee would be doing two inspections of the community this year; one in February and the other in March. Like last year, they would report back their findings at a spring Board Meeting.

### **Other Business**

Loren mentioned that he had been offered a free bat house for the community. It was also decided that Roger would look into what can be done to improve the appearance of the LMCA mailboxes. Being that the community doesn’t own them, one option would be to purchase new ones, which could be very costly, but then the community would have to turn them over to the USPS since for legal reasons, the community itself can’t own the mailboxes because they are federal property. Another option would be to see if the USPS is able to do anything to spruce them up a bit. Roger will call USPS and report back at a later meeting.

Dan also mentioned that this is the year that the architectural standards need to be reviewed. He proposed that this committee be composed of himself, as chair, Loren Scieurba, Stephen Rochon, and Ladd Ryan.

*Joel moved to approved the committee as proposed. Delia seconded. Approved 6-0, Absent 1.*

### **Executive Session**

As policy is not discussed in executive session, Dan closed discussion and the Board entered executive session

*Loren Scieurba moved to enter Executive Session. Seconded by Delia Riso. Approved 6-0, Absent 1*

At the conclusion of the executive session, the Board reconvened in public session, as required by the Property Owner's Association Act.

It was recorded that the Board had decided to take enforcement action on homeowners not responding to their notices for Covenants Infractions.

There being no further business, Loren Sciurba moved that the meeting be adjourned, and it was seconded by Bill Gaffney, so the meeting was adjourned at 8:40 p.m.

The Board's next regularly scheduled monthly meeting will be on March 14<sup>th</sup> at Delia Riso's home, 6269 Chaucer View Circle at 7:00 p.m.

Respectfully submitted,

Heather McGhee

Secretary, LMCA