

LANDMARK MEWS COMMUNITY ASSOCIATION MINUTES

Board Meeting April 9, 2008

The April LMCA Board meeting was held on Wednesday, April 9, at the home of Brenda Johnson, 6366 Brampton Court. Members present: Bruce Wood (President), Loren Scieurba (Vice President), Bill Gaffney, Brenda Johnson, Don Washington and Debb Wisnowski. Absent: Delia Riso. Also present were Marty McDonald (Treasurer), Roger Casalengo (Property Manager), Karen Kovach (Recording Secretary) and Wayne Brewer (Covenants Committee Co-Chair). Homeowners present: Simon Bennett, Bill Evans, and Norman and Bea Taylor. Bruce convened the meeting at 7:30 p.m.

The minutes of the March 5, 2008 meeting and March 14, 2008 special meeting (conference call) were approved without objection.

President Bruce Wood welcomed new Board member Debb Wisnowski, who will be completing the unexpired term of Jason Bachelor (to which Dan Ferezan had been elected initially, with a term beginning January 2005 and ending December 31, 2008). The Board approved Debb unanimously, in a vote between meetings, as permitted under the by-laws.

Covenants Committee Report – Before reporting on Covenants Committee activity, Wayne Brewer noted his agreement with funding a security study, as approved by the Board in the special meeting teleconference. He then advised that the Covenants Committee plans to conduct spring inspections during the later part of April, with letters sent the first week of May.

He then noted that strong winds have blown several shutters off, and that the same size shutters cannot be purchased from Home Depot. Roger suggested that Wayne check with Smoot Lumber, as replacement shutters have been available there in the past.

Marty advised the Board of an advertisement for a company performing covenants inspections. Marty recommended the Board use such a service in lieu of using volunteer residents via the Covenants Committee. There is a limited time only offer (20 days) for \$685.00, for the first inspection and about \$300 for a follow-up inspection. The company will take digital photos that would be available on a password-protected website, as well as on a CDR provided to the Covenants Committee. The company would perform the inspection, following a checklist provided by the Covenants Committee. The company will write any needed follow-up inspections letters at a cost of \$2.00 per letter. Follow-up letters would be provided to the Covenants Committee for review and mailing. Wayne stated that in addition to letters citing issues requiring correction, the Committee wants to send letters commending homeowners whose property is well maintained.

In the ensuing discussion it was agreed that Covenants Committee work is time-intensive and one of the most difficult jobs in the LMCA. Trying to get, and keep, volunteers has been difficult. Bruce noted that the service appeared directed toward maintenance inspections, not inspections for other violations of the architectural standards and, therefore, even with contracting out maintenance inspections, there would be a need for the Covenants Committee to

inspect. Other Board members suggested that certain architectural standards could be provided the inspectors for inclusion in the inspection. It was emphasized that the Covenants Committee would be involved in the process. Some present expressed the opinion that the cost for hiring out the inspections was reasonable and might provide greater impartiality. It was decided that Wayne would follow up with the company and seek feedback from the Covenants Committee, and then advise the Board. If needed, a vote will be taken before the May meeting to meet the limited time offer.

Financial Report – Marty presented a monthly financial update. Bruce asked what had been estimated for interest earnings in 2008. Marty reported that \$2,920.00 had been estimated to be earned in the first 3 months: actually \$2,858.00 interest has been earned. It had been estimated that \$11,680.00 would be earned for the year.

Regarding the Board's vote to allocate money to purchase a security assessment, Marty cautioned that Gordon Associates is only bound to provide what is specifically stated in the contract that the Board signed; therefore, the Board needs to get the exact wording and associated charges for any other tasks we ask them to perform. Marty emphasized that Gordon Associates can bill for any deliverable beyond what is exactly stated in the proposal as being included in the contract.

Property Report – Roger reported that work on the Berm is proceeding and will contribute to the overall redesign of the berm, inasmuch as some tasks, such as lighting, are elements of the overall redesign project. He has received proposals for the redesign and will reproduce packets for each Board member.

Recommendations for repairing the path are resurfacing, or digging up and replacing with asphalt. The cost would be approximately \$8,000.00 compared to \$14,000.00 for resurfacing. Regarding the easement walkway to Chaucer View Circle, Bruce reported that he has received a draft easement from the attorney but was following up with the deeding residents for copies of their plats.

Regarding the Berm redesign project, Don questioned whether it would be more cost-effective to hire a single contractor to do the entire job rather than using separate contractors. He thought a sole-source, contract would result in a more professional job and avoid the conflicts that can arise when more than one contractor is working in an area. Roger responded that no single company can perform all the work the project will require and any general contractor would still need to subcontract work it is unable to do itself. Don again advised that it should be determined if that assumption is factual, and Bruce asked Roger to follow up.

Bruce noted that the security consultants (Gordon Associates) would need to review whatever berm redesign plan evolved, so that planned landscaping was consistent with a sound security plan.

Security — Bruce reviewed the background leading up to the conference call meeting with a representative from Gordon Associates (see minutes of conference call meeting dated March 14, 2008). Gordon has started work; representatives have visited the Mews and begun discussions

with local police. With respect to the off-duty officer program, due to expire May 3rd, Bruce proposed that the program be suspended, in view of the police apprehending an individual who has confessed to the President's Day vandalism, the absence of any further incidents since President's Day weekend, the on-going security assessment, and the program's cost, in light of all these factors.

*Bill Gaffney moved to discontinue the program. Don Washington seconded the motion.
Approved: 6 Opposed: 0. Absent: 1*

Architectural Standards — Bruce summarized the changes proposed and asked for any final comments. He indicated the importance of approving the standards now, as residents planned for exterior maintenance and design improvements. The two most significant changes are permitting (1) fiberglass replacement front doors; and (2) retractable rear awnings. Either modification would require Covenants Committee approval and adherence to specific criteria denoted in the standards.

Bruce also noted contributions of others on the architectural standards task force – former Presidents Paul Edgell and Dennis Flynn, and Vice President Loren Sciorba – as well as the Covenants Committee. Two drafts previously had been circulated over the past two months, with little resident comment received. The final draft was circulated to the community on March 31 for comment, noting the draft would be discussed and voted on at the April meeting. No comments were received. There were no further comments, from the Board or from residents attending.

*Bruce moved to accept the changes as previously circulated. Loren seconded the motion.
Approved: 6; Opposed 0. Absent: 1.*

Finally, Bruce raised the issue of litter along Stevenson Avenue and our other perimeter streets. He will ask for resident volunteers willing to participate in a regular trash pick-up along our perimeter streets and along part of Stevenson Avenue immediately outside our community.

There was no other business, and an executive session was not held. A motion to adjourn was made by Bill Gaffney, seconded by Loren Sciorba, and approved unanimously. The meeting adjourned at 9:00 p.m. The next meeting will be May 14 at 7:30, at the home of Bruce Wood, 6362 Brampton Court.

Submitted,

Karen Kovach
Recording Secretary