

## LANDMARK MEWS COMMUNITY ASSOCIATION MINUTES

Board Meeting September 10, 2008

The September LMCA Board Meeting was held on Wednesday, September 10, at the home of Delia Riso, 6269 Chaucer View Circle. Members present: Bruce Wood (President), Loren Sciorba (Vice President), Brenda Johnson, Don Washington, and Debb Wisnowski. Absent: Bill Gaffney. Also present were Marty McDonald (Treasurer), Roger Casalengo (Property Manager), Karen Kovach (Recording Secretary). Homeowners present: Simon Bennett, Chris Dale, and Bill Evans.

Bruce convened the meeting at 7:05 p.m.

The minutes of the August 13, 2008 meeting were approved.

**Covenants Committee Report** - In the absence of Wayne Brewer, Bruce reported that Tony Dropp has returned from military deployment and is again serving on the committee. In view of Adrian Polk's resignation as co-chair, *Bruce Wood moved that the Board recommend that the Covenants Committee designate Wayne Brewer as Chairman. Delia Riso seconded the motion. Approved 6-0. (Bill Gaffney absent).*

**Security Survey** - Bruce thanked Delia and Loren for their efforts on preparing and distributing the security survey throughout the community. The return date on the survey is September 25, and the Board is beginning to receive responses.

**Property Report** - Roger reported that the Burning Bushes on Stevenson Avenue have been watered four times, but will have to be watered intermittently because of insufficient rain. Three alleys have been cleared of debris and the river rock rearranged to effect better drainage. A ballast was replaced on Manchester Way; two more have been ordered as well as two wall lights. Three gates have been repaired (Cottingham, Bedlington, and Masefield). Five sensors have been elevated above shrubbery, which will enable them to respond better to changing light conditions. Roger will provide a tentative list of further work needed on the berm. Roger reminded those present that it's important to ensure that sump pumps are in good condition and working properly; he reported that one home had flooding when the sump pump failed.

**Berm Path Resurfacing/Extension:** The estimate from Dominion Paving was \$10,132, which included resurfacing of existing path and laying new path to edge of Rochon fence. The bid was valid for only 15 days from the date it was provided so an immediate vote was required if the Board wanted to proceed without seeking a new bid.

*Loren Sciorba moved that the Board accept the Dominion Paving Estimate of \$10,132 for resurfacing and for asphaltting that part of the extended berm path to the rear of the Rochon fence. Debb Wisnowski seconded the motion. Approved 6-0. (Bill Gaffney absent).*

The Board discussed three estimates for installing the pathway extension from Chaucer View Circle to the asphalt at the end of the Rochon fence. This part of the extension is to be designed

with steps and surfaced with pavers. The estimates also included excavating and preparing subsurface for asphalt part of extension from Rochon fence line to the existing path. The estimates presented were

(1) Josh Kaine -- \$19,600 (\$18,100 with brick vs. EP Henry pavers). Included retaining wall but without specifications.

(2) B. Rushing -- \$8,887 (also includes EP Henry pavers). Included all-fieldstone retaining wall (\$1,664);

(3) Alfredo -- \$7,000 (\$8,500 with more expensive paver). Included pathway border of landscape timbers and retaining wall of fieldstone compatible with existing landscape design of adjacent property. \$5,500 of total price = labor. Estimate included rerouting irrigation system.

Don inquired about the cost of rerouting the irrigation system, which was included in Alfredo's estimate but not in the other two estimates. Bruce noted that the additional cost would be relevant only if the Board were to select either of the other two estimates since Alfredo's estimate is already the lowest. Loren observed that the Kaine estimate was too high and noted that since Alfredo is expected to depart the country, he could offer no warranty. Delia, Don, and Debb agreed that the contractor who does the work must offer a warranty and be available to redress any problems that might arise.

The use of brick rather than pavers was discussed. The Board considered durability and maintenance. Opinions were expressed that brick would serve just as well as more expensive pavers and would be compatible with the ambiance of the community. It was noted that two paths from Chaucer View Circle to Landmark Mews Drive are brick. The majority of the Board members favored brick.

*Bruce Wood moved that the Board accept B. Rushing's proposal on the condition that the re-estimate for using brick and rerouting the irrigation system not exceed the current estimate of \$8,887.00. Don Washington seconded the motion. Approved 6-0. (Bill Gaffney absent).*

Bruce clarified that the funds would come out of restricted reserves (bucket 4) because this is major infrastructure work.

**Financial Report** - Marty presented the financial report (filed with minutes). Two ING Direct certificates of deposit are coming due October and November. The Board agreed that they be rolled over for another year as ING has performed well and had a higher rate of return overall. The Board also gave Marty approval to move the remainder of the money left in the "set aside" account (approximately \$5,000.00) to Bucket 3, as planned since the beginning of the year in view of our maintenance of the minimum \$150,000 in the unrestricted (operational) reserve.

Following up on the multiyear budget plan discussion at the August Board meeting, Marty distributed a historical compilation of expenditures since 2002 and briefed the Board on how the information can be used to project future expenses. He also presented a 2009 budget he had drafted. The draft departs in some areas, including legal costs, trash, water and electricity, from

the multiyear budget plan approved in August. Marty recommended budgeting for "projects" separately and setting firm priorities. He encouraged the Board to resolve to stick to a priority list; however, Board members acknowledged that unforeseen events may occur during the year, which could make it necessary to reprioritize. Board members expressed their appreciation for Marty's efforts and noted that the compilation is useful for preparing annual budgets and provides an important archive of the communities' activities.

Bruce noted that the Board approved a project list last November and asked Roger to develop such a list in time for the October meeting. Final approval of the 2009 budget was deferred until the October meeting.

**Other Business** - Karen Kovach explained the ongoing process of updating the Landmark Mews Directory. Because of the number of changes (over 30) and the need to ensure consistency between the directory, the overall list of all residents and homeowners, and the email notification list, the online directory update isn't yet ready for posting.

An executive session was not held. The meeting adjourned at 8:35 pm. The next meeting will be Wednesday October 8, at Bruce Wood's home, 6362 Brampton Court, at 7 PM.

Submitted by  
Karen Kovach, LMCA Secretary