

MINUTES

The Meadows at Martin Downs
Homeowners Association, Inc.
Board of Directors/Members Meeting
April 26, 2022
1:30 p.m.

The meeting was held at the Meadows House, with telephonic dial-in access via freeconferencecall.com.

Present:

Claudia Tracey, President
Timothy Graham, Treasurer
Barbara Paxton, Secretary
Dee Nester, Director at Large
Timothy Myers, Greenwich Director
Yuri Parraga, Lakemont Director
Mark Stilwell, Property Manager
Ida Corrigan, Vice President was not present and did not attend via phone

The meeting was called to order at 1:30 p.m.

President's Comments: Mrs. Tracey thanked volunteers for their services.

Approval of Corrected Minutes of February 16, 2022: The vote on the playground contract was incorrectly recorded. Director Dee Nester did not vote as was indicated in the Minutes. Corrected Minutes are attached. *Barbara Paxton made a motion to approve, seconded by Yuri Parraga. Vote was unanimous in favor.*

Approval of Minutes of Board Meeting March 29, 2022: *Barbara Paxton made a motion to approve the minutes as written, seconded by Yuri Parraga. Vote was unanimous in favor.*

Manager's Report: Copy of report attached.

Mr. Stilwell reported on the following:

- Road work update, May 9 start. Prep work has been done.
- Kiddie pool pump failed, has been replaced.
- Pool bathroom update: contract expected to be done next week, at attorney.
- Painting update: final bids are due May 2.

Report on CDs and Investments: Timothy Graham, Treasurer, reported a CD in the Reserve Account at Merrill Lynch due May 2 or 3 will be rolled over .

Delinquencies: Mr. Graham. There are currently three delinquencies which have received 45 day notice of lien, two of these are working on a payment plan and the other is ignoring the notice. Overall the AR report looks good. The second and final payment on the Special Assessment is due April 30; we have collected about one half of the outstanding assessment and are receiving maintenance payments in the office daily. The Special Assessment was billed January 1, 2022 to be paid in one payment of \$732 or two payments of \$366 each by April 30, 2022. Late fees and interest has been waived to April 30, any not paid by then will incur the fees. There will be no exceptions.

Covenants Committee report: Carol Skupeen, Chair. Committee met on April 19 and confirmed fines; next meeting is May 17 to be chaired by Patricia Vanlandingham.

ARC Committee Report: Carole Tannenbaum, Chair. Mrs. Tannenbaum spoke about uplighting of trees.

Communications Committee: Timothy Meyers. First “get acquainted” meeting was held on April 12. Regular meetings will be held the first Tuesday of each month at 6:00 p.m. at The Meadows House.

Covenants Violations:

- V4: Two violations commercial type van in driveway overnight.
- V5: Two violations unauthorized POD in driveway (homeowner since moved out of Meadows)
- V6: Two violations parked in street overnight
- V8: Two violations camper/RV in driveway overnight

After discussion the Board decided not to impose fines on the above four violators as the time between the violation notification letters was not adequate notice.

- RV7: Pickup overnight in the Sun Terrace area. This resident has violated several times in the past incurring fines as of today’s date totaling \$250, none have been paid. *Barbara Paxton made a motion, seconded by Tim Graham to impose a fine of \$100. Vote was unanimous in favor.*

The office has encountered a problem with the time frame of violation notification letters; There have been instances when someone violates the second time before they have had time to receive delivery of the original violation letter; therefore not having had an opportunity to be made aware their action is a violation. Mr. Stilwell suggested the Board allow a seven (7) day time frame to allow delivery of a warning letter before the violator is sent to the Board for another violation. The Board verbally agreed to this time frame; no vote was required.

Appeals:

- Landscape appeal re tree removal. The Landscape Committee had denied the request of a homeowner to remove an Oak tree. The homeowner asked the Board to reconsider their request. After discussion the decision of the Board was that the decision of the Landscape Committee stands.
- ARC re swimming pool installation. The ARC has tabled a homeowner’s request to install a swimming pool due to a miscommunication in required documentation being at the committee’s scheduled meeting. As a delay in approval could be very costly to the homeowner due to increases in materials the Board reviewed the request. *After discussion Yuri Parraga made a motion to override the Architectural Review Committee’s decision, seconded by Timothy Graham. Vote was unanimous to approve.* The homeowner will be notified via email with a formal letter to follow. Letter to state drainage must be part of the project.

Old Business: None

New Business:

- Barcode and FOB deactivation as of May 16, 2022 for unpaid fines. One violator identified as RV7 has incurred several fines which were imposed by the Board at different Board Meetings; none of which are paid as of today’s date. Each of their fines have a deactivation date 90 days after confirmation of the fine by the Covenants Committee. This violator’s first deactivation date would be May 16, 2022. *Barbara Paxton made a motion to deactivate as of May 16, 2022, seconded by Dee Nester. Vote was unanimous in favor.*

- Purchase of HVLP paint sprayer at a cost of \$1,350 plus tax (attached). *Barbara Paxton made a motion to approve, seconded by Tim Graham. Funds to come from equipment reserve.*
- Purchase of new Landa pressure cleaner at a cost of \$1,817.93 (which includes tax). *Barbara Paxton made a motion to approve, seconded by Yuri Parraga. Vote was unanimous in favor.*
- Claudia Tracey told the Board we have received requests to allow speakers such as the Property Appraiser, etc. to come to the Meadows and meet with the residents. She also said it would be beneficial for committee members to receive some training about things they are asked to approve such as landscaping types of plants; architecture various types of construction issues etc.

Appointments:

Homeowner Comments.

Committee Reports: Landscape and Architecture meeting reports attached

Adjourn: The meeting adjourned at 3:03 p.m.

Submitted,

Barbara Paxton, Secretary