

MINUTES

The Meadows at Martin Downs
Homeowners Association, Inc.
Board of Directors Meeting
Tuesday, February 28, 2023
6:30 p.m.

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

Present: Joseph Carr, President; Yuri Parraga, Vice President, Dolores Nester, Secretary; Patricia Vanlandingham, Treasurer; Directors Timothy Graham, William Gilmour and Neil Wertheim and Mark Stilwell, Property Manager.

There was a quorum. The meeting was called to order at 6:30 p.m.

President's Comments: Mr. Carr updated the Board on several items:

Pool bathrooms: work is progressing, fans with lights have been installed in the ladies restroom. The previous contractor apparently kept materials paid for by the Association; this is being reviewed by the Association attorney and the attorney for the contractor. Carpentry and tile workers are standing by to finish the project.

Tennis courts: Another bid has been received, waiting for a quote for fencing and a vendor has been contacted about lighting.

Covenants Compliance Officer: The previous individual is not able to return as planned and we are looking for another person to fill the position.

Barcodes not updated were to be deactivated February 28, 2023. An email blast is to be sent out to all residents advising them if their barcodes are not working to go to the HOA office to determine if they need to be updated.

Approval of Minutes:

Board Meeting January 31, 2023: *Dee Nester made a motion to approve, seconded by Timothy Graham. Vote was unanimous in favor.*

Manager's Report: Mark Stilwell, see attached.

Report on CDs and Investments: Patricia Vanlandingham.

Delinquencies: First quarter 2023, eleven not paid and fourteen own partial amounts.

Covenants Committee: Confirmed one fine.

ARC Committee: Melanie Britton

Communications Committee: Timothy Myers. Streaming this meeting on Face Book.

Covenants Violations:

- V23: Vehicle blocking sidewalk. *Yuri Parraga made a motion to impose a fine of \$50, seconded by Timothy Graham. Vote was unanimous in favor.*
- V24: Multiple violations of parking pickup overnight. *Timothy Graham made a motion to impose a fine of \$250, seconded by Pattie Vanlandingham. Vote was 6 in favor with Neil Wertheim not voting. Motion passed.*
- V25: Vehicle blocking sidewalk. *Yuri Parraga made a motion, seconded by Timothy Graham, to impose a fine of \$50. Vote was unanimous in favor.*
- V26: Basketball hoop not stored properly. This is an ongoing violation. *Bill Gilmour made a motion, seconded by Yuri Parraga to impose a fine of \$150. Vote was unanimous in favor.*
- V27: Blue bulbs in coach lights. *Neil Wertheim made a motion, seconded by Pattie Vanlandingham, to waive; the lights were removed in a timely manner. Unanimously approved.*
- V28: Unapproved occupant. Homeowner delayed providing required documents for a family member to move into the home. *Dee Nester made a motion, seconded by Neil Wertheim, to impose a fine of \$100. Unanimously approved.*
- V29: Repeat violator, trash cans not stored out of sight. *Yuri Parraga made a motion, seconded by Timothy Graham, to impose a fine of \$100. Unanimously approved.*
- V30: String lights. Lights not removed as requested. *Neil Wertheim made a motion, seconded by Pattie Vanlandingham, to impose a fine of \$50. Unanimously approved.*
- V31: Vehicle blocking sidewalk. *Yuri Parraga made a motion, seconded by Timothy Graham, to impose a fine of \$50. Unanimously approved.*
- V32: ARC violation, plaque over door and window boxes. *Yuri Parraga made a motion, seconded by Dee Nester, to impose a fine of \$50. Unanimously approved.*

Approval to Deactivate barcodes and fobs for unpaid fines:

Yuri Parraga made a motion, seconded by Pattie Vanlandingham, to deactivate the barcodes and fobs of the following violators if fines are not paid by March 20, 2023:

- V16: \$50 fine for trash cans not stored out of sight
RV17: \$200 fine for repeat trash can violations
RV18: \$100 fine for pickup overnight in the street
V20: \$50 trash cans not stored out of sight
V21: \$50 vehicle parked in the street overnight

Appeals:

- Request to waive late fees and interest. Homeowner moved into Meadows in July 2022. Payment due October 1st was not received in HOA office until November 1st. *Pattie Vanlandingham made a motion to deny the appeal, seconded by Dee Nester. Motion passed with Yuri Parraga abstaining.*
- 1591 Springfield Court. Appeal of Landscape Committee decision regarding tree removal. *Bill Gilmour made a motion to deny the appeal, seconded by Yuri Parraga. Motion passed with Pattie Vanlandingham abstaining.*

Old Business: None

New Business:

- *Yuri Parraga made a motion, seconded by Pattie Vanlandingham, to create an Orientation Committee. She suggested Janet Shiller chair the meeting, assisted by Jennifer Heins in the HOA office. Vote was unanimous in favor.*
- *Pattie Vanlandingham made a motion, seconded by Yuri Parraga, to add the following individuals to the Finance Committee: Frederic Ammon (Brighton), Donald Britton (Foxboro) and Timothy Myers (Greenwich). Vote was unanimous in favor.*
- Discussion concerning creating an ad hoc committee to evaluate community improvement projects for 2023/2024. No vote was required as this is an ad hoc committee.

New Business continued:

- Office hours: Yuri made a motion, seconded by Dee Nester, to change the HOA office hours as follows: Monday – Friday Open 8 a.m. to noon, closed noon to 1:00 p.m. for lunch and open from 1:00 p.m. to 4:00 p.m. Closed Saturday and Sunday. Vote was unanimous in favor. Changed hours to take effect immediately.

Appointments:

Covenants Committee: Move Rowena Wolf (Mayflower) and Wendy Wieber (Lakemont) from alternates to Representatives. Yuri Parraga made the motion, seconded by Pattie Vanlandingham. Vote was unanimous in favor.

Landscape Committee: Appoint Rod Heller as Mayflower representative. Yuri Parraga made the motion, seconded by Pattie Vanlandingham. Vote was unanimous in favor.

Note: Alternates are needed Covenants for Brighton, Greenwich, Lakemont, Mayflower and Ridgewood and representative for Landscape for Brighton.

Discussion: Date for Annual Meeting 2022. Possibly April 19 or 20. To be determined.

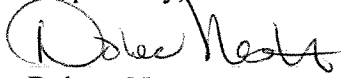
Committee Reports: Attached
ARC, Landscape, Covenants

Homeowner Comments:

Homeowner from Ridgewood mentioned her husband's barcode was not working all the time. She was advised to check with the HOA office to see if it needed to be replaced. An email blast is to be sent to all Meadows residents to contact the office if their barcodes are not working.

There was a complaint about the sprinklers in Lakemont either not working, or spraying on walks/street. Mr. Stilwell will have our irrigation supervisor check the sprinklers throughout Lakemont.

Respectfully,


Dolores Nester, Secretary