

January 3, 2024 CHPOA General Meeting Minutes – Meeting via Zoom (recorded by Al Soulier)

Board members in attendance: Bill Evans, Marshall Gray, George Higgins, Dave Scanga, Trevor Scott, Melissa Walter, Jeff Wright

Property manager present: Al Soulier

Residents in attendance: none

The meeting was called to order at 7:34 p.m.

Review/Approval of Minutes

Member Bill Evans motioned to approve the September minutes. Member Trevor Scott seconded. Motion was approved.

Residents Forum

No residents in attendance.

Unfinished and New Business

Election of the Secretary

Evans motioned to elect Jeff Wright for the position of Secretary. Scott seconded. All approved.

ByLaw Review committee was created to update the document to better represent our current procedures. Initial volunteer members include Dave Scanga, Jeff Wright, Melissa Walter, Al Soulier. Member George Higgins suggested we consult our lawyer after the committee has done the bulk of the work so as to limit the expense surrounding this project. Member Jeff Wright motioned to table until February. Scott seconded. Approved. Initial meeting will be in February.

The board will hold a retreat to review the covenants and by-laws and to discuss our procedures. It will take place January 27th from 9 am to around 1 pm.

Member Melissa Walter presented the final draft of the community survey. A few members had concerns about including a short list of neighborhood rules along with the survey. It was decided to separate the rules from the survey. Walter motioned to approve the survey minus the rules page and the addition of links to the website documentation. Scott seconded. Motion passed. Survey will be open from February 1st until the last day of February 29th.

Committee Reports

Architecture (Jeff Wright): Wright noted that three applications were approved this month. One post construction will likely be denied and possibly brought to the board. The committee continues to revise the AC application and develop a sign policy. They will begin revising the roof policy.

Communications (Melissa Walter):

The directory will likely be ready within a month. No welcome wagon items over the past couple months.

Finance and Maintenance (George Higgins):

The finance committee met to discuss the financial review policy and conduct a financial review in 2024.

The maintenance committee reviewed a landscaping bid by TLC and discussed the financial component of our violation policy.

Beautification (Marshall Gray):

Member Marshall Gray proposed two awards - a beautification and a realtor award – to be given during the year. The neighborhood would be divided up into 5 zones and awards would be given to homes in each zone. Gray would like to find multiple realtors willing to pick houses that they would recommend for an award based on curb appeal.

Property Manager's Report (Al Soulier)

See PM report. Dues are coming in both online and via checks. No additional comments.

Evans motioned to adjourn the regular session. Scott seconded. Motion passed. The regular session ended at 9:03 p.m.

General Account of Executive Session

Soulier noted that he had received complaints regarding vehicles parked on their yard and of trailers being parked in front of houses. Both are violations. One complaint was regarding maintenance. Soulier will verify the complaints and then reach out to the homeowners this month.

Soulier reported that the finance committee has reviewed another landscaping bid similar in price to our current landscaper. The committee would like to stay with Yardnique for another year knowing that we have a possible alternative going forward. Walters motioned to stick with Yardnique for another year. Scott seconded. Motion passed.

Evans motioned to adjourn the regular session. Scott seconded. Motion passed.

The executive session adjourned at 9:38 p.m.