

## **February 7, 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, Jeff Wright

*Property manager present:* Al Soulier

*Residents in attendance:* Tara Pressley, Victoria Hudson, Laurie Huff

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

### **Residents Forum**

Laurie Huff noted several errors on the website and asked that they be corrected. She also asked the Architectural committee to consider modifications to the application that allows certain repairs to be excluded from the standard process. Member Trevor Scott reviewed the current policy and standards used by the committee. Member Jeff Wright and Member Dave Scanga also added details about the operations of the architectural committee and the distinction between the responsibility of the AC and the board.

Tara Pressley and Victoria Hudson introduced themselves and came to observe the meeting.

### **Review/Approval of Minutes**

Member Bill Evans motioned to approve the December and January minutes. Member Trevor Scott seconded. Motion was approved.

### **Unfinished and New Business**

Property Manager Al Soulier noted that there are several CHPOA documents that need to be reviewed, altered or removed from the website. These are documents outside of the bylaws. It was suggested that we revisit select documents at each board meeting going forward.

Evans nominated Victoria Hudson to fill the CHPOA position vacated early by Jerry Salak. Scott seconded. Motion passed.

### **Committee Reports**

*Architectural* (Jeff Wright): Wright noted that 1 new application was approved and 9 post construction reviews have been approved. Scott presented the new AC form. The committee would like to go ahead and replace all existing AC applications with this one. Any minor/major changes to the new application can be brought to the board for consideration as needed. Member Marshall Gray motioned to replace the existing four applications with the new application. Evans seconded. Motion passed.

*Communications* (Marshall Gray):

Gray gave an update on the survey responses(44-ish) and listserv numbers(125). Draft beautification campaign doc went out to the board for review. Two confirmed realtors are lined up for the award review in early June. The residence review and property nominations will follow in September. Results will be announced at the picnic in October.

Finance and Maintenance (George Higgins):

Higgins reported that 219 of the 236 members have paid their dues. About a third of the payments were done electronically. A few have overpaid and will be refunded. Soulier noted that our money market account renewal was approved at 4.2% for 3 months. It is currently outperforming our other saving methods. The committee is recommending the board approve an amended landscaping contract. It is \$800 higher than last year. Higgins motioned to approve the contract. Marshall seconded. Motion passed.

The storm water ponds contract was signed and work will begin in the spring. No board action needed now.

The committee expects the new basketball net installation to begin in March. A neighbor will be repairing damage to our free library at the park.

Concerns were expressed about possible damage to our sprinkler system at the front entrance by the subcontractors that are installing fiber in the area. The committee will test the system in a few weeks when warmer weather arrives.

Property Manager's Report (Al Soulier)

See PM report. End of year accounting will be available at the next meeting. We have a significant overage to consider. Soulier noted that tax forms were all filed before January 31st.

A resident shared pictures of storm water run-off near her property from our recent significant rain event. Soulier contacted the town to see if these drains could be checked and cleared. Hillsborough's Stormwater and Environmental Services Manager, Terry Hackett, pointed out that most of the water was coming from the back of other properties and was not their responsibility, however he was willing to meet with homeowners to see if there were any possible solutions.

Evans motioned to move our March regular meeting to March 12<sup>th</sup>. Scott seconded. Motion passed.

Scott motioned to adjourn the regular session. Evans seconded. Motion passed. The regular session ended at 8:47 p.m.

General Account of Executive Session

Property Manager Al Soulier reviewed 10 open parking and trailer violations. He reviewed the violation on each property and the current status. Most of the violations were resolved quickly by homeowners. Soulier will follow up with the remaining property owners in a few weeks and request specific plans from them to resolve their violation.

The board discussed the current salary of the property manager. Based on the current salaries for others doing a similar workload in our area, it was determined that he is not being adequately compensated. A motion to approve the property managers 2024 compensation plan to include a base salary of \$11,218 and two bonus payments of \$2,000 each to be paid in June 2024 and December 2024 was made by Higgins. Scott seconded. Motion passed.

Wright motioned to adjourn the session. Scott seconded. Motion passed.

The executive session adjourned at 9:55 p.m.