

April 2, 2024 CHPOA General Meeting Minutes – Meeting via Zoom (recorded by Al Soulier)

Board members in attendance: Bill Evans, Marshall Gray, George Higgins, Dave Scanga, Jeff Wright, Victoria Hudson

Board members absent: Trevor Scott

Property manager present: Al Soulier

Residents in attendance:

The meeting was called to order at 7:07 p.m.

Residents Forum

No residents in attendance.

Review/Approval of Minutes

Member Jeff Wright noted that the March minutes were not finished. Member Victoria Hudson volunteered to transcribe a portion of the minutes when John Wilson spoke to the board.

Unfinished and New Business

The board reviewed the two business applications from 317 Lafayette Drive. The board briefly reviewed the existing policy and issues surrounding home-based businesses. Member Marshall Gray motioned to approve the two business applications from 317 Lafayette Drive. Hudson seconded. Member Bill Evans abstained. Motion passed.

Scanga suggested that we table discussion on the home-based business application process. Gray motioned to table the discussion. Wright seconded. Motion passed.

Gray proposed that the board fund the beautification awards for the neighborhood. Yard signs would cost around \$400 for the 15 awardees. He recommended giving a \$20 Home Depot gift card to runner up houses and a \$50 card to the best yard. Blues ribbons would also be put on mailboxes. Evans motioned to fund the communications committee's request of approximately \$450. Wright seconded. Motion passed.

Scanga asked the board to review their calendars and find open Saturday days in June that we could have a mid-year retreat.

Evans requested that we move our regular meeting back to a date later in the week. Scanga reminded us that Wednesday was selected to allow member Trevor Scott to attend as he had a sudden change in his responsibilities.

Committee Reports

Architectural (Jeff Wright):

See report. Wright asked the board to review the sign policy that was sent out via email and provide feedback before the next meeting if possible. Wright suggested that we discuss at the next meeting when Trevor is in attendance. Soulier corrected two mistakes in the AC report (an address and an approval status).

Communications (Marshall Gray):

See report. Results from over 100 respondents to the survey should be available in May. The website review is in progress. Two welcome packets were delivered to new residents this month. Tara Pressley sat in on the committee.

Finance and Maintenance (George Higgins):

Evans requested assistance in hoisting the basketball goal into place. An additional \$75 was spent for concrete to secure the new goal. Evans expressed appreciation to several members of the community that assisted Evans with work on the project earlier.

Higgins motioned that the due date for the annual dues be moved to February 1st. Assessments will still be assessed on January 1st, but this will add a 30-day grace period before we start charging late fees.

Member Evans seconded. Motion passed.

We had a surplus of \$9,407 for the 2023 budget. Some allocations have been made already, including the \$4,000 towards the bonus for the property manager. That leaves \$5,407 unallocated.

Member Higgins motioned that of the \$5,407 in unallocated overage, that \$2,000 be placed in the retention pond reserve fund, and the remainder (minus \$450 for the beautification awards and \$75 for the basketball goal concrete) be placed in escrow. Hudson seconded. Motion passed.

Nominations (Jeff Wright):

Wright and Soulier will update our notice to the neighborhood about the November election. If any committee beside Nominations is looking for more members, please reach out to Wright ASAP. Soulier and Wright will notify the neighborhood via email, Nextdoor and our Google Group in late May.

Special Events (George Higgins)

They are focusing on the Annual picnic in October.

Property Manager's Report (Al Soulier)

See PM report. Soulier noted that there are a few members who have not paid their dues yet.

Soulier also noted that we will likely have a guest at the next meeting to discuss the stream and trees on her property. Wright requested that the neighbor send us a summary in advance of the meeting. Scanga requested that the neighbor include a statement about what they hope the board can do to help with their situation.

Evans motioned to adjourn the regular session. Gray seconded. Motion passed. The regular session ended at 8:24 p.m.

General Account of Executive Session

Soulier noted that we have three members that have not paid their assessments. Gray motioned to place a lien in 3 weeks if neighbors have not paid. Evans seconded. Motion passed.

The board decided to let the property manager send out a letter to an owner notifying them that the board is considering fining her and giving her an opportunity to address the board. Three more parking pad violations are still open but the owners have spoken to the board and/or property manager and made plans to resolve the issue. The board discussed, at great length, the current rules regarding parking pads. The majority of the board was in favor of getting clarification on our rules from our

attorney. The board will consult our lawyer and the town/county regarding rules on impervious surfaces. The property manager will stay on top of the deadlines for these properties.

Evans motioned to adjourn the session. Gray seconded. Motion passed.

The executive session adjourned at 9:28 p.m.