

## **10/02/2025 CHPOA General Meeting Minutes – Meeting via Zoom (recorded by Al Soulier)**

*Board members in attendance:* Bill Evans, Jeff Wright, Tara Pressley, Lane Webster, George Higgins, Erskine Alvis, David Scanga

*Property manager present:* Al Soulier

*Board members absent:* none

*Residents in attendance:* John Matthews, Lucy Webster

The meeting was called to order at 7:03 PM

Jeff Wright shared the proposed agenda for the meeting and Erskine Alvis motioned to approve the agenda. Member Jeff Wright seconded. Motion approved. Bill Evans abstained as he had not gotten a chance to read the agenda.

### **Residents Forum**

John Matthews spoke to the board about his recent fence construction, which was in violation of CHPOA guidelines. He said he was unaware of the building restrictions when he built the fence and the company who did the construction asked no questions about CHPOA rules. He requested a variance from the board about this issue. The board thanked him for attending the meeting to explain his position and told him they would consider his proposal. Lucy Webster's contribution to the residents forum was primarily nonverbal vocalizations.

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

Bill Evans motioned to approve the August minutes with Erskine Alvis seconding and the board unanimously approved the motion. Erskine Alvis motioned to approve the September minutes with Bill Evans seconding and the board unanimously approved the motion.

### **Unfinished and New Business**

The first item considered was landscaping with a report that April Ford plans to acquire more plants for the butterfly garden. Bill Evans said he would contact Suzy Zarzar about planting in front. The landscaper submitted a proposal which included trimming trees in common areas, removal and replacement of arbor vitae, with cedars by the park to be removed because of overcrowding, and hollies on brick hearth to be removed. Jeff Wright and Lane Webster liked the hollies and wanted an explanation of why the hollies needed to be removed rather than just trimmed. Erskine Alvis, David Scanga, Bill Evans, and George Higgins just wanted to proceed with the proposal. Tara Pressley said she was neutral on the subject. Erskine Alvis was concerned about safety issues of the hollies from limited visibility. Bill Evans, George Higgins, and David Scanga recalled a long history of required maintenance for the hollies. Jeff Wright wanted to know the cost of removal and replacement versus maintenance. David Scanga motioned to accept the landscapers estimate and approve the work, Erskine Alvis seconded, and the motion passed with Lane Webster and Jeff Wright voting no, everyone else yes. Bill Evans suggested informing the neighborhood of the plan and soliciting suggestions for replacing the hollies.

George Higgins spoke about the drainage pipe repair question. The town of Hillsborough spoke with the army corp of engineers and received a recommendation for pipe repair which would cost \$1800. The maintenance committee recommended making the repair. Jeff Wright motioned to do the repair, David Scanga seconded, and the board unanimously approved.

Mission statements have now been submitted from every committee except nominating, communications, and board itself.

George Higgins and Al Soulier described the Finance committee's proposed budget for the year. George Higgins also spoke of the need for annual 5% increases to the dues cap, since that is the maximum allowed. George Higgins motioned for a 5% increase in the dues cap, and Bill Evans seconded. The board unanimously approved.

Bill Evans motioned that the finance committee's proposed budget be presented for a vote at the annual residents meeting, and Jeff Wright seconded. The board unanimously approved.

Al Soulier spoke to the board of the notification of the annual meeting with 15 days of advance notice required by the bylaws. October 22nd is the latest date possible and Al Soulier would prefer it by October 17th. The annual meeting will include an introduction and then presentation on budget, board election results, and committee reports. There will be no executive session and residents can make motions at the annual meeting. Jeff Wright then presented a sample ballot to the board. Currently there are two people running for three seats. If all seats aren't filled, another election will be required. There was then a discussion of logistics for filling envelopes to send the notification, proposed bylaws, and ballot.

#### **Property Managers Report (Al Soulier)**

As reported. Al Soulier also informed the board he will continue living in the neighborhood.

#### **Committee Reports**

Architecture (Jeff Wright): Some meetings had low attendance so many applications were resolved by email instead.

Documents Review (George Higgins): The committee presented their proposed bylaws. Bill Evans motioned for the board to approve the bylaws for consideration by the residents in the annual meeting. Erskine Alvis seconded the motion and the board unanimously approved.

Finance and Maintenance (Bill Evans): Still pondering storage unit at park. Shelving added for storage unit

Community Activities (Tara Pressley): Movie night at the park was successful and Zeb Halleck's equipment worked well. A dozen kids came independently as well as adults who did setup. A picnic on the 11th and trunk or treat on the 25th are planned for this month. Beth Harrington helped organize trunk or treat. Trunk or treat will have bobbing for doughnuts. The picnic will have a band, and Disney characters in attendance. The only tasks left are food and supplies.

Communications (George Higgins): Generic signs were designed to apply to any event with directions to see the website for further details. Jeff Wright, Lane Webster, and Tara Pressley suggested using a QR

code instead. There was some discussion of how to fit all elements of the sign on. The board considered a larger sign to accommodate these needs.

Nominations (Jeff Wright): The ballot and relevant documents will be sent to Al Soulier by October 6th or 7th.

The next meeting will be the annual meeting 11/06/2025 at 7:15 PM.

Bill Evans motioned to adjourn the regular session, and Erskine Alvis seconded. The motion passed unanimously and the regular session adjourned at 8:29 PM.