

Berryville Glen  
Homeowners Association Meeting  
May 7, 2019

Meeting was called to order at 7:00.

Board Members in attendance: Debbie Koontz, Mark MacDougall, Benjamin Landas, Mike Crawford and Elizabeth Gatchell.

Meeting minutes from prior meeting were read and minutes of items acted on by the Board were read. Both were approved by Board – motion to approve by Elizabeth Gatchell and seconded by Mark MacDougall.

Old Business Reviewed/Updated:

Elizabeth walked the sidewalks on both Burwell Court and McGuire Circle looking for damage to concrete. It was noted that any damage caused by the use of a de-icer would not be covered by the town. Since it won't be covered by the town, in the future it would be on the HOA to replace those sections of the sidewalks where de-icer has been applied and has affected the top coating of the sidewalk. Residents are requested NOT to use de-icer on sidewalks.

Elizabeth is calling Brian Harris at RAH daily regarding >> Grading issues around the berms, Reseeding a couple areas, the gully by 715 Burwell, and area of Brush Removal. It was brought to the attention of the Board that we have 2 dead trees at the entrance. Board suggested we look into seeing if these could be replaced from the "1-year landscape warranty" since they were planted when RA was leaving the community.

It was noted once again that homeowners need to secure their trash when they put out for collection. Complaints have been made about trash blowing on a weekly basis. It was suggested that homeowners look into the larger recycle bins or secure the small recycle bin contents using a plastic bag in the bin or by other means.

Email lists was not completed. This is a work in process.

Our volunteers who removed snow on the sidewalks of the common area, were once again thanked for their support. This saved the HOA \$100 an hour each time it needed done.

Cutting of HOA property by homeowners continued to be an issue. This is continued in New Business.

New Business:

It was noted that a couple homeowners had taken it upon themselves to not only mow HOA property, but also to remove trees and bushes from HOA property. It was noted that this is not allowed and that homeowners need to stop doing this. The HOA property vegetation (include grass, bushes, and trees) is a part of the natural surroundings of the community and is under restrictions by the Town.

An allowance was made to increase the mowing of 20' behind property lines of HOA property on a weekly basis. This was an increase to mowing of the outer perimeter HOA property from 2 to 3 times a year to weekly.

A motion was made by a homeowner to increase the mowing of the grass standing beyond 20' past the property lines to weekly vs having it bush hogged 2-3 times per year. Board agreed to get a quote on what additional cost would be incurred but made it very clear that such an increase (as quoted last summer on this issue) is not budget feasible.

Mr. Tibbals, one of the homeowners who has been mowing HOA grounds behind his property, submitted a liability waiver to the board to allow him to continue to mow and maintain the common ground behind his house. Elizabeth said that she would have the waiver reviewed by the HOA's counsel/lawyer and follow up with the Board's decision.

In the meantime, homeowners were reminded to stop mowing HOA property and allow the company that is paid to do so, to do their job.

It was asked whether the landscaping company would be applying weed killer to the entrance islands to make them look better, the answer was yes.

The draft-combined ARB Guidelines were available for homeowners and the Board. There were two sets of guidelines originally given to us by RAH. Erin Huff and the ARB worked to combine (which we thank them very much for doing). Review and eventual approval by the Board was to occur prior to the next ARB meeting.

The ARB is back up to 5 members – it was noted that there could be up to 7, if anyone else wanted to volunteer (must be an odd number of members). The Board is happy with 5 members. The ARB meets the 3<sup>rd</sup> Tuesday of each month.

Elizabeth reassured the homeowners that violations put out online by Associa can only be seen by the homeowner affected.

It was noted that the Board selected Cambridge as our new management company. Associa was formally notified that we would be making this change effective August 1, 2019. This change will save the HOA a few thousand dollars a year. Mark MacDougall, Treasurer, and the rest of the Board will work to make sure monies are reconciled and there is a smooth transition to the new company. Cambridge has very good reviews, and are a local company. They do have a website where all of our HOA information will be posted for homeowners, including the guidelines, account summaries, etc. They will be in touch with all homeowners regarding new coupon books, online payments, etc.

Elizabeth was approached by a homeowner asking to remove a no trespassing sign that was falling over, located on common ground next to his property. He requested Richmond American remove it, but was made aware the town requires it to be on common ground property and we will need to get town approval to have it taken down. It was agreed we would seek to move it under the sign currently at the entrance vs its current location.

Homeowner requested for the HOA to ask Comcast (or Verizon) to come in and remove the orange pipes sticking up out of the ground beside power boxes throughout the neighborhood. Elizabeth agreed to look into and have it done.

It was noted that the HOA would be making a donation of \$200 per year for the use of the Jack Enders Social Hall for its current 4 meeting a year schedule, the same donation rate that was given to the VFW last year.

Our reminder 'HOA Meeting' sign was posted for the first time this meeting. Seems to have brought out a few more homeowners. HOA meetings are held in the Social Hall at John Enders Fire Hall on 340 (Buckmarsh Street) going forward. All meetings will start at 7:00pm. Next meeting is scheduled for: **August 6, 2019**

NOTICE OF CHANGE FOR ANNUAL MEETING – due to schedule conflicts with polls being open for voting, the annual meeting has been pushed back a week. The annual meeting date is: **November 12, 2019**

No other new business was brought up.

The meeting was adjourned at 8:04 pm. (move to adjourn, Debbie Koontz and seconded by Elizabeth Gatchell).