

July 14, 2020

On Tuesday, July 14, 2020, at 4:30PM the Reserve at Pilottown HOA Board of Directors met to discuss landscape plan modifications pertaining to an outdoor fireplace at 2 University Court. Meeting took place on Joe DeFeo's rear patio.

In Attendance:

Jim Carroll
Joe DeFeo
Ben Calamia
Ron Oronzio

Karen Fleck – out of town.

Steve Gring of the ARC was invited to sit in on the meeting for input.

On Saturday, 7.12.20, Joe DeFeo and Jim Carroll met with the property owners and Russ Palmer. A modification and proposal to a landscape plan was given to the HOA. On Monday 7.13.20 the ARC conducted a review of the plans and made recommendations to the Board. Height of fireplace to be lowered by 28 inches and 5 arborvitae between 8-9 ft tall would encompass the unit. That along with the pre-approved 5 ft fencing should cover the unit.

Jim advised that Karen was verbally made aware of the ARC meeting and she additionally wanted a legal document prepared at the cost of the homeowner to state the trees planted around the fireplace would remain in perpetuity, passing onto the next homeowners if the home was ever sold, or to their heirs. The board was informed Karen was involved in a similar situation a few years back when an unauthorized fence was installed within the 15 ft easement of one of the two bioswales on Marina Drive and such agreement apparently resolved the matter.

The board discussed the above recommendation and decided not to include it in the resolution of the fireplace.

Steve to assist in letter to be sent to homeowners that will mandate the lowering of the chimney, the planting of 5 arborvitae around the rear and side of the unit. Letter will state that plantings are expected to be replaced in the event they die from disease or unknown weather conditions. The board agreed to inform the homeowners the HOA would no longer contest its installation and would allow the unit to stay in place. The letter will advise the homeowners that their submitted construction plans did not properly identify the fireplace and as a result ,the plans were never reviewed or approved by the Reserve at Pilottown Maintenance Corp.

Other topics discussed:

Owner of 4 University Court will be granted permission to erect 5 ft white vinyl fencing on their property and Jim will inform them in the approval letter that their immediate neighbors are also installing similar fencing that was approved. Suggest they might want to speak to one another.

Jim will attempt to reserve a large pavilion at Henlopen State Park for the annual meeting and it appears it will take place on Monday, September 14th. Pavilion will afford safe social distancing and is completely open on four sides. Cost is \$120 and each vehicle entering park will need a daily pass if vehicle owner doesn't already have a pass. HOA to reimburse the \$5.00 daily pass fee for anyone in need.

Will have a board meeting near end of July to decide on annual meeting agenda, and to go over finances.

Meeting ended at about 5:15PM.

Respectfully submitted,

Jim Carroll