

## HOA Board Meeting

July 31, 2020

Attendees: Jim Carroll, Joe DeFeo, Ron Oronzio, Ben Calamia, Karen Fleck

Main purpose of the Board Meeting was to prepare the Agenda for the September 2020 HOA meeting to be held in Cape Henlopen State Park on September 14, 2020.

Financials - First item discussed were the financials. Ben explained how he compared the Income to the Expenses through the end of 2020 in order to estimate HOA dues for 2021. Jim reported the Capital Reserve fund currently has \$83K. Ron had asked Ben to read Title 25 document regarding HOA fees. Ben and Jim both read the document and reported it was difficult to interpret and appeared to mainly apply to condo owners. After some lengthy discussion the majority of the Board voted to keep the dues at \$200 per year.

Sidewalk spraying with "Wet and Forget" has been put on hold until Chesapeake Natural Gas has completed all work in the Reserve at Pilottown. As of the meeting, the delay of the Natural Gas completion is due to the Davison's need to hook up where the Fleck's are impacted because of the location of the gas line. (The Flecks are not hooking up to Natural Gas). A new estimate to spray the sidewalks will not be secured until all sidewalk work is complete. For budgeting purposes, the Treasurer will take the 2019 estimate and increase it by 15%.

Jim Carroll provided a detail report regarding the Stormwater Management Pond health, sediment in the inflow pipes, buffer areas, aquatic and invasive plants. The main concerns from Solitude are the buffer areas around the pond is not wide enough where there are no homes and the sediment in the inflow pipes. Both concerns need to be addressed in the near future.

Jim Carroll provided a document that listed the HOA accomplishments over the last 12 months and some possible projects for the next 12 months. A hot topic as a future project is to secure the HOA website due to the spam emails being received by Board Members and the Reserveatpilottown gmail account. Other topics were also discussed and will be considered in the future.

Our bookkeeper has not had an hourly pay raise since 2017. The Board voted to increase the hourly rate from \$25 an hour to \$30 an hour effective August 1, 2020.

Jim Carroll has not received any response from Members regarding open board positions. Jim Carroll, Joe DeFeo and Ben Calamia will not continue with the Board. Joe reported he believes Glen Dunnington will be nominated for a Board position. Glen is currently a member of the Architecture Review Board. Ron Oronzio and Karen Fleck will remain on the Board.

The member letter advising of the yearly HOA meeting will include the agenda, proxy and financials as of August 15, 2020.

Tentative Agenda would be as follows:

1. Opening Remarks
2. 2019 Meeting Minutes
3. Financials
4. Architectural Review Process

5. New Members
6. Social Committee
7. Update and Old Business
8. BPW status
9. Natural Gas and Sidewalks
10. Stormwater updates – Retention Pond and Bioswale
11. Nomination for Board of Directors and Election
12. Owner comments and Other New Business