

MONTPELIER COMMUNITY ASSOCIATION, INC.

Board of Trustees Meeting Minutes

Deerfield Community Center

February 10, 2009

Trustees in Attendance: Julia Coldren-Walker, Richard Dengler, Lillian Fazio, Damian Fedoryka, Tim Jacobs and Jack Keating.

Trustees Absent with Cause: Bob Derrick, Patricia Douville and Paul Petit.

Community Members Present: Paul Buehler, Mary Derrick, Mary Hughes, Bev Jacobs, and Kendra Wagner.

Vice President J. Keating called the meeting to order at 6:55 PM. There was a quorum to conduct business.

Secretary's Report:

Trustee Keating presented the minutes of the January 2009 meeting. The minutes were amended and a motion was made and seconded to accept the amended minutes. The motion passed unanimously.

Treasurer's Report: Lillian Fazio

- Trustee Derrick has not been able to access the ING account. ACTION REQUIRED.
- Accountant A. Simmons has all the documents needed for the audit and taxes. Trustee Fazio met with him for two hours. The audit will cost \$8,000 as presented from this accountant. Trustee Fazio will research audits with other accountants. ACTION REQUIRED.
- Trustee Keating said an appraisal is needed for a full audit. Mr. Buehler will prepare a list of assets of the pool. ACTION REQUIRED. Trustee Keating will try to get the appraisal completed before the taxes are due March 15. ACTION REQUIRED.
- The prior year's tax information which had been with the accountant was turned over to Trustee Keating.
- Nine W-9's were collected and 1099's will be sent by the accountant.
- 51 assessments have been collected. There is approximately \$253,000 in the Chevy Chase accounts and \$168,000 in the ING accounts. Trustee Fazio asked the board to consider where money should be invested as the accounts go over the \$250,000 FDIC insured amount. ACTION REQUIRED.
- Trustee Fazio asked what should be done if newsletters are not delivered. No penalty was added to the new contract at the last board meeting, but she felt that something needed to be done. Ms. Hughes reported that one of the delivery-persons has decided not to renew the contract so new delivery-persons will be needed next month. The administrative assistant has leads for new deliverers and was authorized to secure a contract with them as with the other deliverers. ACTION REQUIRED.

COMMITTEE REPORTS

ACCC: Marcia Segura, Chairperson

Trustee Keating reported that a fence was approved and several items were held over.

Benevolent Fund: Jeri Witt, Chairperson

There was no activity this month.

Facilities: Paul Petit, Chairperson

No report.

Pool Committee: Paul Buehler, Chairperson

- Mr. Buehler reported on the new legislation requiring special filters to protect people from being sucked into the pool drains. We may be exempt because we have two drains, but he has asked Lighthouse to check into it. Trustee Dengler asked him to check into how this would affect our "flow rate" which is already low. ACTION REQUIRED.

- Mr. Buehler presented information on the three bids for pool management. They were all in the \$55,000 (\$54,100, \$51,600, \$54,500) range and include the extended season to September 13. Regular hours will be 12-8 pm weekdays and 12-9 on Saturday and Sunday. If the gate attendants are provided by the pool company that will be an additional \$5,000. Mr. Buehler was asked to provide copies of the bids to the board and this will be decided next month. Mr. Buehler recommended Lighthouse as they will be installing the sand filters. ACTION REQUIRED.
- Mr. Buehler will provide a “soft” copy of the sand filter contract to the executive committee for approval. ACTION REQUIRED.
- Estimates on the tripping hazards were discussed. Two areas are critical (sidewalk front and foyer/“canteen area”) and two are less critical (planter/wading pool). The quote for the critical areas is \$18,000. To remove the planter and add concrete would be \$8,000. To fix the wading pool and create a “walk-in beach” would be \$140,000. In addition, there is an 18 month wait on this. An additional bid is needed. ACTION REQUIRED.
- Ms. Jacobs presented a detailed design for the pool entrance. Using brickpavers would cost two to three times as much as concrete. There are no local distributors for the rubber brick. The bushes and trees will be non-invasive, low maintenance, drought tolerant with summer color. To pull out everything and plant new will cost between \$10,000 and \$15,000 and she suggested that the board consider hiring a landscape company. The landscaper can also do the concrete work. Separate line items are needed for the landscaping and the concrete and she will get quotes from the landscapers. Mr. Buehler will draw a new fenceline for the Gardening Committee to work into their design. ACTION REQUIRED.
- The bids for concrete work and landscaping will be sent to the Executive Board to review prior to the next meeting and they will then be presented to the board at the March meeting for a vote. ACTION REQUIRED.
- Trustee Keating has contractors willing to donate bathroom doors, stalls, partitions, counter tops, and cabinets. This does not include labor. Mr. Buehler will need money for the removal and installation and will keep this under \$1,000 for each job. Any one project will not exceed \$1,000. Trustee Fedroyka made a motion to give Mr. Buehler the authority to spend up to \$1,000 each, on labor for four projects (Bathroom stalls, floors, doors and kitchen). Trustee Coldren-Walker seconded the motion and it passed unanimously.
- Mr. Buehler presented one bid for fencing: Pumphouse to gate house (wrought iron) and pulling it out a few feet to add some deck space to the pool (\$3,500). Other fencing needed is around the playground perimeter which would be raised to 8 feet and fence from the pumphouse to the basketball court which would be pulled out twenty feet to include a grassy picnic space within the pool area. Mr. Buehler was asked to get three bids for each of these separate fencing projects. ACTION REQUIRED.
- All bids should be ready for the board by March 1.

Security Committee: Richard Dengler, Chairperson

Trustee Dengler reported that radar had been set up weekly in several locations in the neighborhood with great success. He also reminded homeowners that police will ticket cars (\$150) left unattended with the motor running, even if the car is locked. Trustee Keating asked Trustee Dengler to check into whether the community could purchase speed cameras and share the revenue with the police department. ACTION REQUIRED. A car was stolen and returned. It was reported that 80% of the cars that are stolen are taken to get to work.

Communications Committee: Tim Jacobs, Chairperson

Trustee Jacobs gave Ms. Segura access to the sharepoint system and he will check to see if she can add other users. He is updating the website with minutes and newsletters from prior years. Trustee Jacobs will take care of the registration of domain names and the bill for the MCA website. ACTION REQUIRED.

Governing Documents Committee:

Ms. Witt reported that there was no quorum at the last meeting so the minutes which were distributed have not been approved yet. Six members of the committee have resigned, so there are now only four members on the committee.

Old Business:

Trustee Denger reported that the repairs are almost done on 12704 Silverbirch. Trustee Dengler made a motion to hold the fine in abeyance for another month. The motion was seconded and passed with Trustee Jacobs voting against. ACTION REQUIRED.

Small dumpsters are not available from Trustee Keating's sources.

Trustee Keating reported that the insurance needs of the community are being reviewed by three companies and our attorney will be asked to determine if additional bonding is needed and if so, what type of bond is required according to our Governing Documents. As new policy is due in April, Trustee Keating will have all of the information for insurance at the next meeting. ACTION REQUIRED.

Newsletter deadline is February 16, 2009. Trustee Keating suggested the possibility of exchanging newsletter ad space for donated materials or donated labor. Trustee Fazio will check on the cost per page that we pay for the newsletter. ACTION REQUIRED.

New Business:

Ms. Hughes was asked to present a new contract for services to the board. ACTION REQUIRED.

A homeowner suggested installing traffic circles in the neighborhood to slow the traffic on our main streets. Trustee Dengler was asked to investigate the speed camera idea and county requirements regarding traffic circles. ACTION REQUIRED.

There will be no Easter Egg Hunt this year for lack of a Social Chairperson or committee.

The next meeting will be held on **Tuesday, March 10, 2009 at 6:45** at Deerfield Recreation Center, preschool room. The motion was made and seconded to adjourn at 9:00 P.M. The motion passed unanimously.