

# MONTPELIER COMMUNITY ASSOCIATION, INC.

## Board of Trustees Meeting Minutes

Deerfield Community Center

May 9, 2017

**Trustees in Attendance:** Bob Derrick, Jack Keating, Brad Gimbert, Richard Mason Tim Jacobs and Paul Buehler

**Trustees Absence:** Lillian Fazio, Tricia Douville & Jean Sorrentino

**Community Members Present:** Sean Beaver, Mary Derrick and Michelle Gimbert.

President Bob Derrick called the meeting to order at 7:00 pm. There was a quorum to conduct business.

**Secretary's Report: Tricia Douville - absent**

- The minutes of the March 2017 board meeting were reviewed. Trustee Keating made a motion to accept the minutes as amended and Trustee Mason seconded the motion and it passed unanimously.

**Treasurer's Report: Lillian Fazio - absent**

- Trustee Fazio prepared the monthly statements, which were distributed.
- There are still 78 outstanding Assessments. A list will be provided to M. Gimbert and letter should go out to all with outstanding fees and a letter is to be sent to each of them requesting payment before being turned over to the attorney for collections.

**ACC Committee: Jack Keating, Chairperson**

- ACCC held a meeting on 05/04/17. There were two additions approved and a few complaints.
- A community member called complaining that someone had filled in a drainage ditch – ACCC should let her know that she should contact 311.

**Communications Committee: Sean Beaver, Chairperson**

- Updates are being made on the website.
- No polling as of yet on the possibility of street lighting in the neighborhood. Looking for suggestions on wording before it is put out to the whole neighborhood. It was suggested to add a page to the newsletter to put information out to the community looking for a response, pro or con.
- A suggestion was made to add a section in the newsletters welcoming new members, by name, to the community.
- A note will be posted on 'Nextdoor' and the 'Yahoo Group' explaining each social platform and stating that the Board of Directors has no official tie to either one, and as such there will not be Board sanctioned responses to comments/questions. If Committee Chairmen and/or Board Members chose to respond it should be from their personal position so as not to appear to be speaking on behalf of the Board of Trustees.

**Facilities Committee: Paul Buehler and Brad Gimbert, Co-Chairmen**

- Trustee Keating is not happy with the progress of the landscaping at the pool and common grounds, tools have been left, mulch is missing, Miss Utility was called and not sure why and they weren't able to get into the pool. There is still a lot of weeding that needs to be done. Facilities Committee will look into the situation but there are a couple of weeks before the pool needs to be ready to open.
- Trustee Gimbert was asked to be the main contact to communicate and express concerns with M & J, our landscapers.
- Research is being done regarding possible lockers at the pool.
- The bulletin board has been delivered to the pool, we need to decide on the placement of it and put it up.
- Tennis Courts – Trustee Fazio & Trustee Keating met with Mid Atlantic and received a quote on repairing the tennis courts.
  - The cost for doing the whole job – stripping back the top layer and repairing the cracks and adding a top layer back on will be \$17,476. The entire damaged green area behind the actual courts will come up and be repaired. Extended warranty is available if the Owner (MCA) chooses to purchase annual maintenance agreement for \$2,342.65 / year. Trustee Keating will work with Trustee Fazio to review the contract and follow up with Mid Atlantic.
  - Trustee Gimbert made a motion to accept the contract pending a clarification on the period and scope of the service contract and we will not commit until the repair work is complete. Trustee Jacobs seconded the motion.
  - Trustee Keating said he will write up our contract based on their proposal and include exactly what we want while including their proposal as an exhibit but they will need to sign our contract.
  - Trustee Keating requested an amendment to the motion to approve the contract not to exceed \$17,476 once we get all the questions answered regarding the warranty and service contract, and the amendment was agreed to.

The Executive Committee will review the contract before it is taken to Mid Atlantic. The motion was seconded and passed unanimously.

- The broken wire on top of the pool fence is on the schedule to be repaired in the next two weeks.
- Trustee Buehler presented a sample of the brick for the Montpelier Marlins fundraiser and is looking for approval from the Board since he proposed that they be placed somewhere within the pool or common grounds area. Trustee Keating made a motion that the Swim Team be allowed to pursue selling the bricks as a Swim Team fundraiser to be placed somewhere on the pool grounds (exact location to be decided at a later time). The motion was seconded and passed unanimously.

**Tennis Report: Lillian Fazio, Chairperson- absent**

- Monthly financials were in the handout package. Board reviewed with no comments.

**Pool Committee: Mary Derrick, Chairperson**

- Painting is done, some repairs have been made, pressure regulator valve had been fixed, tiles have been replaced and skimmers have been fixed.
- Pressure washing needs to be done and tables and chairs need to be put out.
- Still waiting to hear from Lighthouse on their cost on a new pool cover.
- We have one gate attendant that no longer lives in the neighborhood so guidance was requested on what the rules should be in case the employee wants to swim. After some discussion, Trustee Keating made a motion that employees working for us at the pool can come to the pool and common grounds without paying. The motion was seconded by Trustee Gimbert and passed unanimously.
- The topic of background checks for employees at the pool came up. After some discussion, it was decided that it should be discussed with Lighthouse to recommend the 'two person rule'; there should always be another unrelated adult present.
- The question came up about whether or not non-members can come in for aerobics or swimming lessons. The aerobics is offered to members for a nominal fee that goes to the aerobic instructor and we have never had a non-member ask to attend aerobics. Swimming instructors pay MCA a usage fee when they bring in non-members.

**Welcoming Committee: Carolyn Campbell- absent**

- No report
- Talk with Trustee Douville about advertising in the newsletter to recruit more people to help.

**Security Committee: Richard Mason, Chairperson**

- No reported crimes since the April MCA Board Meeting.
- Delonte Prince sentencing has been rescheduled for 06/29/17. New sentencing date will be sent out online.
- Police Chief (Hank Stawinski) will be in Mission BBQ, Laurel Towne Center on 05/19/17 from 9 am – 2 pm.
- Officer Velasquez, our Community Outreach Policeman will be attending the Memorial Day Pot Luck on 5/29/17 at the pool.

**Traffic Committee: Richard Mason, Chairperson**

- Muirkirk/Cedarbrook Intersection – Project started on 04/24/17. An email was sent out to the community.
- WSSC – they are required to repave Montpelier Drive curb to curb from Route 197 to Cedarbrook Lane. This should be done sometime in June.
- There will be about 240 trees replaced starting on Cedarbrook, Oxwell and the G Streets. The ones with white paint.

**Social Committee: Patricia Douville, Chairperson - absent**

- The Memorial Day Potluck will be on Monday, May 29<sup>th</sup> starting at 5:30pm at the pool.

**OLD BUSINESS:**

- The security cameras are operational; they work but just can't be accessed remotely. Trustee Buehler said he would review and see if he can get them working remotely.
- The cameras will stay on at all times except during swim meets or practices when they will be turned off.
- Four more tables are being purchased along with umbrellas and grab bars for the bathrooms.

The next board meeting will be held on **Tuesday, June 13, 2017 at 7:00 PM** at Deerfield Run Community Center, preschool room. Trustee Keating made a motion to adjourn at 8:55pm and was seconded by Trustee Mason. The motion passed unanimously.