

Bayshore COA Meeting June 20, 2018

Meeting called to order at 7:02 pm.

COA Council members present: Kevin Cunningham, Pat Hoffman, Hilary Felinski

Property Manager present: Doug Nichols, Seascope Property Management

Attendees: M. Bragdon, K. Reagan, M. and L. Muller, R. and K. Fenfert, J. Beal, L. McLaughlin, V. and S. Minutolo, N. Ortiz

POA Committee Chairs: S. Wittmer

President Kevin Cunningham reminded members in attendance that no interruptions during the presentations are permitted, with all questions to be addressed during the Open Discussion period.

Meeting Minutes: P. Hoffman made a motion to approve the COA Council Meeting minutes from May 16, 2018; seconded by K. Cunningham; motion carried.

Financials:

P. Hoffman presented the financial information including notation that the line item for Snow Removal (6581) is already over budget for 2018.

1. For line item 6561/Operating Improvements, the actual amount of \$19,347.00 includes a \$10,00.00 rollover, designated for this special project, from 2017. Community documents allow for this kind of a roll over for specific future project designations.
2. Line item 6020/Legal fees reflect a year to date total of \$2,540.25 which is a 63.51% usage of the budgeted amounts.

From an Accounts Receivable perspective, P. Hoffman provided the following information:

1. Polend estate – \$6973 is accountable to the estate. Expectation is that the community will receive the owed monies when the property is sold. \$1200 is in trust by the Bank, which has foreclosed.
4. Schmidt – There was some question as to the bankruptcy date vs. the decision date, and how that affected the amount owed. Current since 9/17. COA expects to receive all monies owed.
5. Payne – Bankruptcy filed 10/2017. Debts from prior to that date have been discharged. No payments received since. Liens are in process for the most recent outstanding amounts.
6. North – Agreed to arrangement is being followed..

H. Felinski motioned to approve the Treasurer's report; seconded by K. Cunningham. Motion carried.

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Management Report: D. Nichols, Seascope

- a. Painting for the COA doors and windows has begun. The window trim and some doors, on 5 buildings, were completed weekend of 6/16. Contractor is very accommodating as to people who are not around.
- b. Follow up on delinquent accounts and liens.
- c. The community pool was opened successfully
- d. The emergency button on the gate was set incorrectly. The gate has been repaired. Additional information is included in the POA May 2018 minutes.
- e. Leases/mortgages – 50%+ of the information has been received from owners, with the disclaimer that SeaScape is not always aware of rentals.
- f. The double light at the entrance is not yet working as designed. DEC has approximately 20 more days to effect the repair.
- g. Muskrat trapping – unable to trap due to the high water in the swales; first week of July is when trapping is expected to be done; the back swales, as well as the front ponds are to be included. Traps need to be moved as needed. Email blast to members was requested.

H. Felinski motioned to approve the Management report; seconded by K. Cunningham.

Motion carried.

Committee Reports:

ARC: L. Muller reported that 2 applications have been received this week. 1 application is for a storm door on a SFH and the other is for a garage door on a TH. L. Muller is also continuing to research the Thomas lighting fixtures for the front doors of the townhouses, since these fixtures are no longer available at Home Depot. Information will be posted on the webpage, when the research is completed.

H. Felinski motioned to approve the Treasurer's report; seconded by K. Cunningham. Motion carried.

Neighborhood Watch: H. Felinski reported on behalf of P. Buck. No meeting in May. Volunteers continue to walk or drive through the community. Reminder offered about locking doors. If you see anything of concern, please feel free to contact SeaScape or a Council member. You are always free to call the police.

K. Cunningham motioned to approve the report; seconded by P. Hoffman. Motion carried.

Recreation: S. Wittmer provided the report. 6/26 Hot Dog Sale; 7/3 Hot Dog and Walking Tacos sale (no sausages; 7/21 Movie night at the pool and 8/18 adult swim in the evening with games, music and food. The calendar is posted on the website:

<http://www.bayshorepoa.org/WebCal/month.php>.

P. Hoffman motioned to approve the report; seconded by K. Cunningham. Motion carried.

Old Business:

1. Painting doors and trim – Response: Painting will only be done on weekends. Painting began 6/16; delayed based on weather. Doors need to be open for the painting; do not cheat and close the door too soon. Decorative elements need to be removed. Coordinate with your neighbors if possible, although Jason is accommodating those who are not around.
2. Pond Aerators – Response: electrical problem has been corrected
3. M. Bragdon Lawsuit – Response: All COA Discovery requests have been provided in full as per our legal council. What has not and will not be provided is information that is considered confidential.
4. M Bragdon and 2018 Annual meeting – Response: annual meeting has traditionally and consistently been held in coordination with the POA. This approach provides the highest level of convenience for our owners, and the highest level of attendance.
5. J. Dill, snow removal vendor – Response: vendor was paid on an hourly rate.
6. J. Dill, Operating Budget line item 6561 – Response: see information above in the Financial report.

New Business:

1. Shore landscaping: meeting was held with Shore where community issues/complaints were outlined, addressed and resolutions agreed to. Service has markedly improved since that agreement was reached. Issues addressed include:
 - a. Vacuuming grass clumps
 - b. Tree trimming along access road (Shore Blvd), the Long Neck Road side of Turnstone and Pelican courts
 - c. Brown burnt grass area between J. Dill and K. Cunningham units – attributed to a caustic substance; grass and earth have been cutout and removed; resodded
 - d. Rocks at the entrance to the clubhouse are complete; back entrance is also to be completed.
 - e. Flowers in the median – some have been replaced due to the watering issues based on the electrical problems
 - f. Standard, community owned bushes have been trimmed
 - g. An email list will be provided to members, quarterly, listing which bushes are due to be trimmed in each season
 - h. Discussion about landscapers (Shore) vs. Groundskeepers (such as in Baywood).
2. Front Entrance Lights – although the lights at the signs are fixed, please refer to Property Management report, above, for information on the DEC repairs that are still outstanding.
3. 3rd Sealcoating, now Paving, bid – focus changed from sealcoating to road paving. D. Nichols will ensure that the estimates include line items for Teal and Osprey, which do not have as much traffic as the other streets. Other streets are definite targets. Fall project, but need to get on vendor calendars as soon as decision is reached.
4. Beebe Swale – work should begin by 6/25/18. Possibilities include fencing or other type of barrier. A full job is expected, including cleanup of the flora surrounding the

swale.

5. Annual Meeting on August 18 – need a minimum of 74 members present or their proxies. Be smart about to whom you give your proxy – make sure that your proxy holder will actually be present for the meeting. You may choose to give your proxy to the Council. Returning your proxy before the day of the meeting helps ensure a smooth process on the day of the meeting and avoids delays while proxies are validated and folks are waiting in line. Proxies may be returned to Seascope in person, as scanned attachments to emails, via fax, via USPS/paper mail.
6. POA request of COA for parking committee – Council is looking for volunteers to help work on the issue of parking in the townhouse area of the community. Email or call council member if you are interested in participating.
7. POA Rental committee – L. Muller has volunteered to chair a new committee focused on refining the community guidelines regarding rental properties. Email or call council member or L. Muller, if you are interested in participating.
8. COA request to POA for an Amendment to the Rules of Enjoyment – the POA has approved a revision to the Rules of Enjoyment, #4, as requested by the POA. This update specifically disallows the use of caustic substances, auto repair, motorcycle repair or any other vehicle repair of any kind in or on driveways, streets or common areas. Updated Rules are to be posted to the Bayshore webpage.

Open Discussion 7:30 pm:

1. M. Bragdon: what was the personal information requested in his suit?
2. M. Bragdon: Did not request that the annual meeting be held in June; reported what the community documents state.
 - a. P. Hoffman response reiterated the need to have the owners present and it has made sense to have both the POA and COA meetings on the same day. Members are more amenable to having one day focused on the annual meetings, rather than multiple days/dates. August is the tradition and the customary practice has been to try to accommodate the owners when more owners tend to be available. The meeting has been held the 3rd weekend in August for 13 years, including when the builder turned the community over to the Associations.
3. N. Ortiz: 25839 Teal and the violations including trash, items on the lawn and in front of the garage, etc.
 - a. D. Nichols response is that, currently, the house is in the 'Violation' status and a letter has been sent. Additional letters will be sent if additional violations are identified.
4. N. Ortiz: Audits – what will it take to reduce the community's requirement that an audit be performed every year? How is that requirement changed?

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- a. D. Nichols response is that the change may be made with the approval of 67% of the owners.
5. N. Ortiz: Door painting – who should be contacted about availability of owner for door painting?
 - a. Response: if possible, coordinate with neighbors; owners may also let Seascope know; Seascope will pass info on to the painter.
6. N. Ortiz: Big black ants vs. tiny ants; Pest Control contract?
 - a. D. Nichols response is that there is no Pest Control Contract.
7. N. Ortiz: How to change the community rules to prevent more than 3 rental properties by same owner?
 - a. D. Nichols response is that 67% of members must approve the change.
8. L. McLaughlin: sprinklers on Pelican Court are not operational Monday 6/18 – Wednesday 6/20; Saturday, 6/16, Sunday, 6/17 they are off to allow for dry out before cutting. M. Muller agreed.
9. L. McLaughlin: Street cleaners?
 - a. D. Nichols answered that there is one company in DE that does street cleaning, but they do it with a mechanical truck vs. a vacuum truck. Reports are that communities are not happy with the mechanical truck results.
10. S. Wittmer: Muskrats – could screens be added to the pipes?
 - a. D. Nichols replied that it may be a possibility
11. J. Beal: When will gutters on Turnstone be cleaned? Also driveways may need to be resealed or repaved.
 - a. D. Nichols answered that the 2016 COA Council could not decide on the sealcoating of the driveways. A new inspection of the driveways will be done as part of the Paving/Sealcoating effort.
12. M. Muller: Comments about painting the doors and cooperating as neighbors.

P. Hoffman made a motion to adjourn, seconded, K. Cunningham. Approved.

Meeting adjourned at 7:57 pm.