

**Drum Point Village West
Board Meeting
January 9, 2008**

Meeting called to order at 7:02 p.m. by Fred Weintraub

Board members in attendance: Fred Weintraub, Lillian Hughes, Natasha Binkowicz, Randy Abeles

Homeowners in attendance: Lynn and Len Francavilla, Randi Ortleb, Christine Curtis, Paula Groppe, Ed Kocher, Gene-Ann Pesano, Lori and Rick Gaynor, Maureen Kelley.

Approval of minutes from 11-13-07 meeting:

Meeting minutes from 11/13/07 were distributed to homeowners present.

Motion was made by Fred, 2nd by Lillian to accept the minutes as published. Motion carried unanimously.

Reports from trustees:

➤ **Landscaping (Natasha):**

- ❖ Everything was in order. Leaves were picked up and tree trimming was done. Nothing was very important because it is winter time now and there were no major issues and/or complaints. Morano Landscaping will be present at our February 13 meeting.

➤ **Roofing/siding Maintenance (Lillian):**

- ❖ Twin was called out to repair 3 Miller units damaged from the heavy wind and rain storm on Dec. 23rd. Fascia was blown off those units and replaced within one week of damage. Also repairs were done another Miller unit on the bottom course of siding by the front door on garage wall.

➤ **Miscellaneous Maintenance (Fred):**

- ❖ Fred discussed the painting project and was still working with vendors to get bids for the spring project. The current and only bid we had, listed a price of around \$4,600 but did not include details such as frame work, kick plates, etc. Those were listed as time and materials which could end up costing whatever the vendor wanted to charge. Fred spoke with another painter and is working on getting a more detailed bid and two other vendors will provide bids and the doors will be painted. Fred stated for the record, the association is not responsible for the millwork on Miller units (this means repairs and/or maintenance). Homeowners are allowed to paint their doors themselves if they choose to do so, but must contact the board for the correct paint colors/codes.

➤ **Messages & Correspondence (Fred/Lillian):**

- ❖ A Mignatti homeowner reported her front walkway has a large crack all the way across. Then this was discussed later during open forum and homeowner was present then.
- ❖ Two units required certificate of insurance information for their bank.
- ❖ One unit owner had problems opening her mail box. Lock was jammed and key was bent.
- ❖ Letters were sent to one Miller unit and one Mignatti unit regarding pet rules.

➤ **Pest Control (Lillian/Fred):**

- ❖ Fred had received response and clarification from Ozane. Ozane confirmed that they were a preventive maintenance service and not responsible for fixing anything. Fred will prepare a survey that will go into the next homeowner mailing so that we may get the details of inspections. i.e.: was an inspection done, were all areas inspected, garage, crawl space, etc., homeowners should clear areas providing access to the technicians when notified of an inspection. This will only be for the Miller units because the process is different and does not require access to the garage for the Mignatti units.

➤ **Review of Financials (Ed):**

- ❖ Ed passed out current balance sheet, statement of revenues, and cash flows for the period ending 12/31/07. He pointed out that we are over the budgeted amount for water, but overall our account is healthy. He also explained various accounts in detail such as assessments receivable and accrued accounting fees payable. Liens of 2 units were satisfied with only 1 lien outstanding and still remaining. Natasha asked where does the new owner membership dues get posted and Ed explained and showed all where the entry is located on the financials. Natasha also volunteered to provide information to Ed and board where we may be able to earn a higher interest rate than what we have currently.

➤ **Committee Reports:**

❖ **Covenants: (Lori and Natasha)**

Natasha reported that the units on the Miller side had a different type of soffits than the Mignatti units and that they may become loose easily during wind storms. There were several suggestions for preventive maintenance and procedures discussed. Follow up will continue at next meeting. Lillian reminded Fred about trash can issues. Unit owners should not be leaving their trash cans out, nor are they to be stored on the patio. Warnings will be issued first and if the trash cans are not properly stored, unit owners will be fined. Lori concluded to say that since she has been on covenants we have not been enforcing the fines.

❖ **Newsletter: (Gene-Ann)**

Recently circulated a newsletter and the next one will be in March. Main topic will be the annual meeting, proposals, bio/personal summary of

nominees and various community information articles. Anyone with any items of general interest is encouraged to contact Gene-Ann or the board with their newsletter material.

➤ **Ongoing Projects (Fred):**

❖ **Township Issues (Fred):** Fred provided updates and pass outs of additional correspondence he had with the township council persons, administration office, code department, and Birdsall. Fred continues to pursue this agreement the township made to our community toward getting repairs done to the Miller units. Fred invited board members and Miller unit homeowners to attend the upcoming January 15 council meeting in support of this issue. The items to be addressed by the township include warranty repairs to exterior wall at the foundation level, remediation of the scratch coat and condition of the walls, replacement of 3 Miller patios, and installation of additional drainage on White Swan Way.

➤ **Old Business:**

❖ **Community Streets:**

There was discussion about a past issue previously discussed about the streets. Fred stated the Mignatti side was looking worse than the Miller side. One problem was the giant patch done on the Mignatti side because the storm drain had collapsed, another was the paint spill on MD, and third is the recent oil spill from the breakdown of the township's trash truck in our community. The conditions of the streets are the responsibility of the township under the Kelley laws. Ed said that any service that the city provides to a single family residence, they must provide within a condominium community because we are paying the same taxes and tax rate and that was the whole Kelley law class action suit. Title 39 gives the police department the right to enforce motor vehicle violations. Gene-Ann said that however anything having to do with fire safety laws, the township will come in and enforce that. Ed advised the board to use caution when utilizing and or questioning title 39 in this community. i.e.: if we have signs posted no parking on one side of the street, then that would be enforced.

❖ **Ocean First Cash Management System:**

Lillian researched a system to have homeowners make payments directly to the association's bank for quicker processing. Two options were provided. One was a 42 page on line data system provided by Ocean First Bank. This system work requires the user (Drum Point Village) to administer ach transfers from the homeowners' bank account directly to the association's bank account. The cost would be approximately \$1700 per year and a minimum of 6 hours work to set it up on someone's home pc (trustee?) and additional monthly/weekly account to account transfers providing funds were made available on a timely basis. The second option was to have all homeowners send payments directly to the Ocean First Bank on Chambers Bridge Road only (no other branch), at a cost of \$1.00 per item, per transaction and no other service would be provided (such as late fees, etc.). Only a report to

the association listing payments received at the bank. Approximate cost for this second option would be around \$1200 per year. The board agreed this extra expense was not necessitated and we would bring this up again at the annual meeting for any homeowner interested. Fred said he feels the homeowners should have the responsibility to mail their maintenance checks themselves.

❖ **Volunteers to witness opening of sealed bids:**

Christine Curtis – 18 White Swan Way also volunteered. Also already have Lynn Francavilla of 33 White Swan Way and a board member is available as a judge. Both are homeowners of the Miller units, we still need someone from the Mignatti units. If we cannot then we will do with current volunteers.

➤ **New Business:**

❖ **Front Entrance Sign and Lights:**

One vendor was contacted to come out and examine the areas. We were looking to repaint or replace the front entrance sign at Manhattan and also get prices for possibly placing an additional sign at the Black Fox Trail entrance. This vendor did not show and another vendor with Ultra Graphics Signing was contacted. They provide digital signing and plans are to schedule an appointment with them. Also to be included will be repairs and replacement of the current damaged lights and wiring already there. More information and prices will be available at the next meeting.

❖ **Approval of garden at 20 White Swan Way:**

Plans, drawings, and details were provided to the board. Unit owner is accepting total responsibility for all costs associated including liability and insurance of workers performing the job. Restrictions include height of plants, care and maintenance, watering, trimming, and weeding. There were no objections to granting this request. Fred motioned to approve, 2nd by Lillian, vote unanimous.

❖ **Date, time, location of annual meeting:**

Motion by Fred to set March 28, 2008 for annual meeting. Time is 7:00 p.m. at Brick Township Municipal Building court room on Chambers Bridge Road. Motion 2nd by Lillian, vote unanimous. Notices will be posted on web site and mailed to all homeowners.

The process for the nomination of unit owner(s) for the position of trustee(s) and forms will be mailed to all homeowners. There are 3 seats open: Fred, Lillian, and Randy. Nominations from the board will be done at the next meeting. Lillian provided Ed with the nomination form to include in the next regular statement mailing to homeowners.

Nomination forms to be submitted to the board not later than February 11, 2008 so that proxies are available for homeowners to review and complete for voting purposes. If a candidate is nominated at the open annual meeting, the candidate will be given an opportunity to speak and present themselves. Motion by Fred to declare date of record for voting eligibility at annual meeting set at 20 days prior. Date of record is March 8, 2008.

Motion 2nd by Lillian. Vote unanimous. Votes are one per unit, per open seat.

Fred stated for the record that candidates, nominees, and second nominees, must all be members in good standing. That means that maintenance dues are current and up to date.

❖ **Various maintenance issues:**

11 Manhattan Drive: Morano will be contacted to repair chipped back patio damaged during lawn maintenance. Twin will inspect the gutter/downspout issue over the Cape May bedroom. A horizontal crack on the front walkway was once patched and now cracked again. Homeowner said a previous board committed to repair the crack if it becomes an impediment. Discussion was that the walkway should have been designed to include an expansion joint. Therefore the decision was to provide homeowner with the Mignatti Warranty Department contact information as a first attempt to correct the problem. Homeowner to inform the board of results and response from Mignatti. Should the results not be favorable, the association would assume responsibilities for repairs to the walkway.

57 White Swan Way: mailbox curb/concrete is settled and is uneven and a possible hazard/risk. Fred will inspect the problem. Also is requesting approval for a hot tub. Fred said to submit plans, details to the board.

17 White Swan Way: homeowner opinion of the bus stop moved to Black Fox Trail. Was in disagreement and has an issue with this during inclement weather. The afternoon bus driver would stop at Manhattan to drop off if weather was bad and then drop off again at Black Fox Trail. Ed said the driver cannot do that anymore because either a homeowner or the association complained to the board of education.

Next Meeting: Date: February 13, 2008 7:00 p.m. @ Century 21 Office
Adjournment: 8:52 p.m. by Fred 2nd Natasha