

MILESTONE HOMEOWNERS ASSOCIATION
Board of Directors Meeting
June 7, 2021 – 7:00PM
Meeting was held by video/telecon.

Board Members Present: Mike Johnson, President
Gerald Schmidt, Vice President
Romain Tweedy, Treasurer
Rajesh Sreedharan, Secretary
James Halton, Member at Large
Raman Veda, Member at Large

Board Members Absent: Mahendra Pandey. Member at Large

Management Present: Laura Etchison, Community Manager

Recording Secretary: Marcy Grove

Others Present: Seven homeowners were present on the video call.

Laura E announced that the meeting is being recorded. She requested everyone on the call please mute their microphones unless they are speaking.

Owner Forum

Ms. Gray observed the streetlights on Route 355 in the area of Arista Manor Way are not providing enough light. Laura E noted overgrowth will be pruned and this may allow more light to enter this area; the lights may be reported to Montgomery County if pruning does not solve the problem.

Mr. Jacobson inquired as to the ownership of the street side trees along Emerald Drive; Laura E stated these trees fall under Montgomery County responsibility but the County has recently decreased services on the right of ways. Mr. Jacobson noted the tree roots are heaving the sidewalk panels and encroaching over private driveways and across the streets. Laura E will be meeting on site with Potomac Garden Center, this area will be assessed during that appointment.

Mr. Schmidt asked who had performed unattractive asphalt repairs to concrete sidewalks. Laura E replied Montgomery County had performed the repairs in lieu of panel replacements. Mr. Schmidt also observed that parking along the Stardrift Drive and Milestone Manor Lane circles is impeding access and blinding traffic sight lines at intersection. Laura E replied that parking is restricted by Montgomery County setback requirements, problems may be reported to the County for action.

Mr. & Mrs. Walker the fence installation initiated at 21331 Emerald Drive has created a narrow and dark corridor along the side property line. Laura E noted the Board of Directors had this issue on the Executive Session agenda for consideration. The Board of Directors and management have also previously communicated with this homeowner regarding the fence. The Walkers confirmed Emerald Drive also displays sidewalk panels heaved by tree roots, with water pooling in some areas and particularly severe damage from 21327 to 21331 Emerald Drive.

Mike J asked all members to report hazardous trees to the Board for evaluation and action.

Raj S stated the Association may be flexible with the asphalt sidewalk repairs; acting to remove and properly replace tree will improve the situation.

Melissa Johns expressed concern that mowing may have lessened at the tennis and basketball courts; tall weeds are growing around the courts. Raj S explained the new Montgomery County requirement to use only organic herbicides which are less effective for weed control. Laura E stated turf management will aid in controlling weeds as well and will review this area with Potomac Garden Center. Ms. Johns reported a broken garage door at _____(address?). Raj S suggested some garage doors may be open for air circulation during warmer temperatures.

Call to Order

Mike J called the meeting to order at 7:25 pm.

Approval of the May 2021 Board of Directors & Executive Session Meeting Minutes

Romain T motioned to accept the Board meeting minutes as presented. Raj S seconded the motion which carried unanimously. Romain T moved acceptance of the Executive Session minutes as presented. Jerry S seconded motion which carried six to zero.

Financial Report

Laura E reviewed the April 2021 financials. Association expenses were \$24,033 to a budget of \$36,607, under budget for the month by \$12,553. The reserve account total is \$557,429. Mike J inquired why the expenses were low. Laura E noted contract services were underspent; May expenses would change the balance as invoices for the pool and other seasonal services arrive. Mike J asked if revenues were on track; Laura E replied assessments remain on course and some delinquencies are being collected. Year to date expenses are \$11,000 under the \$128,000 budget. James H asked whether the expense for the pool pass system is shown? Laura E stated this is an on-going expense as passes are processed but the initiation and supply fees have been paid. James H asked whether Comcast was in place; the new appointment is set for June 14. Raj S requested clarification of the \$6,400 AP expense; Laura E will investigate what comprises this figure. Romain T observed the LED lighting upgrade on the Route 355 entrance has not reduced electricity cost. Laura E states the contractor has not yet installed the LED lighting.

Management Report

Delinquency collections continue.

The covenants inspector is visiting twice weekly, approximately 200 notices have been sent.

Laura E has identified some deficiencies with Potomac Garden Center's performance and will focus on conditions with the company over the next few weeks.

The pool opening went smoothly with the exception of internet installation. RSV Pools has performed well. As Montgomery County COVID-19 restrictions have eased, management recommends the Board of Directors revisit the limit of two guests, mask requirements and cleaning time-out

Mike J visited the Waters Discovery Terrace homeowner who had raised concerns regarding trees depositing fallen leaves and debris on the lot; the trees have been determined as belonging to the homeowner.

Mike J inquired whether Air BnB parking continues to be a problem? Management has sent some letters and awaits Lerch, Early & Brewer's opinion.

Mike J asked whether the day care center lawn had been addressed. Laura E replied the center mows the lawn every time she contacts them.

Raj S asked who mows the grass along the sidewalk in this area: Potomac Garden Center.

Mike J asked if any members had volunteered to manage the yard sale. The Board of Directors suggested Laura E reach out to Steve V to gauge his interest.

Action/Discussion Items

Pool Operations Update: James H stated the Association intends to follow the County's requirements, Raj S supported this stance.

A homeowner noted Montgomery County now recommends, not requires, masks outdoors. Pool cleanliness must be maintained, this is of highest priority to the Board and community members. Whether swimmers must exit the pool deck will be discussed with RSV Pools staff by management. The cleaning session does require swimmers leave the water while lifeguards are occupied cleaning and no members may be in the pool house during this procedure. The Board agreed to move cautiously with regard to the guest limit. Bather loads will be reviewed over the next few weeks.

Tick Control: Jerry S asked whether tick control applications were performed along the walking paths. The tick population appears to have increased this season. Laura E will inquire of Potomac Garden Center offers an organic treatment. Jerry S recommended the paths be treated up to twenty feet out each side, identifying the worst infested areas being from the barns to the two developments. Mike J asked if Montgomery County provided tick control service. Raj S remarked the green trail along the MNPPC area should be OK, the Board

should review areas exclusive to the community for treatment. When asked, Laura E indicated cicadas and pets should not be affected by this application. James H said residences should not be treated, application should focus on common and conservation areas.

Leak at Pool across Sidewalk: Dennis F reported the leak has returned, despite the Board's efforts three years ago. Laura E asked whether she should schedule a meeting with WSSC and a plumber for the Board. Raman V recommended RSV Pools start a twice weekly meter reading and management watch the water bills. Romain T noted the pool deck drain had undergone repairs by RSV Pools in 2020; the leak appears after rain storms. Romain T and Mike J endorsed RSV Pools conducting another water test of the deck drains. Management will have this scheduled.

Yard Trim Removal: Raj S has noted issues with Montgomery County's schedule for yard trim collection being observed. Raman V noted the County has reported a staffing issue contributing to irregularity in collection days. Homeowners should contact 311 if collections are skipped. Laura E is to communicate this information to homeowners.

Committee Reports

ARC Committee: Raj S asked whether approval is required for fence repairs: not for repairs. Raman V asked whether approval is required for roof replacement: yes. Raj S stated urgent repairs should logically be executed while changes require approved applications. The Board wished to ensure neighbors' acknowledgements are being obtained, the process should not be relaxed. Raman V stated applications should conform to the guidelines.

Dennis F noted in addition to the fence at 21331 Emerald Drive, a retaining wall has been installed on the front lot.

Social Committee: John K reported the first 2021 events of ice cream and refreshments and the Fun Run were well received. Should the Association commit to providing bottled water to pool patrons? The Committee would like to schedule some more activities, perhaps a food truck event.

Adjournment

The Board meeting recessed to Executive Session at 8:32 pm.

Respectfully submitted by Marcy Grove