

MILESTONE HOMEOWNERS ASSOCIATION
Board of Directors Meeting
May 3, 2021 – 7:00PM
Meeting was held by video/telecon.

Board Members Present: Mike Johnson, President
Romain Tweedy, Treasurer
Rajesh Sreedharan, Secretary
James Halton, Member at Large

Board Members Absent: Gerald Schmidt, Vice President
Raman Veda, Member at Large
Mahendra Pandey, Member at Large

Management Present: Laura Etchison, Community Manager

Recording Secretary: Marcy Grove

Others Present: Six 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

Mr. Del Canto reported the tree maintenance issue impacting his yard at 21516 Waters Discovery Terrace to continues and asked who owned the trees. He has observed the Association landscaper maintain a portion of the area and notes some trees are dead. Laura E stated the tree location is likely State or County park land; she had asked the Association landscaper to assess the health of the trees. Mike J requested Laura E determine ownership of the trees; if Association property and hazardous, the Board would address them or request the appropriate authority take action.

Mr. St. Jean asked whether the numerous individual solicitation signs placed at the entrances were assigned to any service contractor for removal; there is no service although Laura E does remove them on visits. Shopping carts are also being left in the neighborhood; the retail stores will not remove these on request of management.

Mr. St. Jean noted short term home host rentals are increasing throughout the community and creating issues such as parking compression. The Board of Directors directed Laura E to review the governing documents regarding short term rental and sub-leasing, then request attorney counsel regarding strengthening the language to improve enforcement.

Mr. Divakar stated he had also observed activity appearing to support short term rentals. He communicated another owner is practicing open composting, attracting unwelcome wildlife. He will supply these addresses to management.

Mr. Sarisohn (?) noted the MLS center lawn care is poor and also identified a swath between the school and Milestone HOA which is growing tall. Mike J requested Laura E send written notice to the MLS center about mowing. Laura E will address the unmowed swath with the Association landscaper.

Mr. Halton has received homeowner inquiries about a Community Yard Sale. The Board will seek volunteers to see if a mid-summer or autumn event might be programmed. Aside from signage and advertising, a map of participating owners is usually developed.

Call to Order

Mike J called the meeting to order at 7:37 pm.

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

James H motioned to accept both sets of minutes as presented. Raj S seconded the motion which carried unanimously.

Financial Report

Laura E reviewed the March 2021 financials. Association expenses were \$46,478 to a budget of \$28,193, a variance created by \$18K in snow removal invoices. The reserve fund stands at \$492,000.

Management Report

The Miller & Dodson reserve study with a forty-year schedule is in hand.

Violation inspections have commenced, one hundred sixty notices were sent.

Architectural requests are increasing in volume.

Pool operations are ramping up; last year's maintenance was helpful but there will be some maintenance needs in the pump room and on the sand filters.

Action/Discussion Items

Hearing Appeals: The Board of Directors heard from three homeowners requesting appeals of architectural decisions; the Board will render decisions during the Executive Session.

21331 Emerald Drive Fence Installation Appeal:

The homeowner stated the fence design deviating from the covenant requirement is necessary for the safety of her children and privacy from neighbors as well as for the security of the household. The corner lot is exposed to traffic and fully open. Property has been stolen from the lot. Other homes in the community have fences installed forward of the rear building plane and in varying heights. The fence will also be required for a planned future pool/hot tub installation. A new exterior egress is also planned.

21303 Purple Aster Court Deck Stair Installation Appeal:

The homeowner requests a deck installation incorporate a stair on the side which would exceed the side building plane, noting there is limited visibility of this space behind a fence. The Board of Directors asked whether the owner would consider a revised design. The owner might consider this but expressed concerns regarding delaying construction.

12109 Red Admiral Way: This owner did not attend but had requested the Association perform maintenance of a tree on the lot planted by the developer in lieu of a street tree as the allotted street space was impacted by an easement,

Pool Operations Update: Laura E reports the application link is ready to receive information and the office administrators will receive training Tuesday, May 4. The start-up process with company has been quite positive. Laura E asked what fee the Board recommended to replace lost passes as a permanent plastic keycard will now be issued? When queried Laura E noted the approximate replacement cost to be \$4 for the card, processing and postage. The Board of Directors deliberated options ranging from no charge, to allotting one free replacement with a fee thereafter, to the actual replacement cost, or to a fee which would encourage homeowners to be responsible for maintaining possession of their pass. *Raj S moved to implement an actual cost replacement fee of \$4; the motion was seconded by James H. The motion was approved four to zero.*

Pool Internet Service: Romain T noted a prepaid cell data only SIM card could be used with a tablet to operate the system. Laura E reported a laptop had been approved previously for purchase and obtained at a cost of \$1,500 and has likely been pre-programmed by the electronic pass system provider; the noted SIM card might not provide reliable service. Comcast and Hughes had presented quotes for \$180 and \$250 per month, respectively. The electronic pass system provider does not participate in assisting with internet service. The Board of Directors requested Laura E investigate exchanging the laptop for a tablet with the provider.

Tree Planting: Management had provided tree planting estimates from Brighton Dam Landscaping and Eden Design Group. Potomac Garden Center has not yet responded to the request. Eden Design Group delivered the most favorable pricing. The estimates did proffer the smaller trees such as dogwoods requested by the Board. Mike J expressed a preference that all the dogwoods be of the same species and color pattern, preferably flowering white. Laura E was asked to verify Eden Design Group's warranty on the trees. Watering was reviewed; one initial watering is done upon planting. Potomac Garden Center would be tasked with additional watering at their contracted rate. *Romain T motioned to accept the Eden Design Group proposal of*

\$7,150, subject to qualifying the trees are warrantied for one year, unless Potomac Garden Center should provide a matching or better proposal within the next two weeks.

Lack of response from Potomac Garden Center concerned the Board of Directors; after consideration, the motion was amended to exclude Potomac Garden Center from this opportunity and award the contract to Eden Design Group. *Raj S seconded the amended motion which the Board of Directors approved four to zero.*

Committee Reports

Social Committee: Mike S (?) announced the committee is planning some events as COVID-19 restrictions begin to ease. On Saturday, May 29 a Fun Run with refreshments later that afternoon will be publicized. The Board inquired whether the Social Committee would take on the Community Yard Sale as another event. The Social Committee agreed to contemplate undertaking this project.

Adjournment

The Board meeting recessed to Executive Session at 8:33 pm.

Respectfully submitted by Marcy Grove