



May 2015
Minutes of Board of Directors Meeting
Taberna Master Homeowners Association, Inc.
May 26, 2015

Board Members Attending

Craig Baader	President
Jean Hanson	Vice President
Joe Kelly	Member at Large
Billy Gent	Treasurer
Bryan Scoggins	Asst Treasurer
Katie Shorter	Secretary

Committee Members Attending

Joe Kelly, B & G Chairman
Dick Turner, Architecture Committee

CAS

Michelle Masarrelli

Absent

Lora Starr, Asst Secretary

Guests

None

Call to Order

The meeting was called to order at 3:04 pm by Craig Baader, President.

Establish Quorum

Katie Shorter determined that a quorum was present.

Minutes Review/Approval

The May 2015 minutes were not approved. Craig has yet to review them and Michelle's name was left off of roster of attendees. Craig will review and send to Katie; Katie will get minutes back to Craig for approval.

Vice President's Report

Jean Hanson has nothing to report.

Treasurer's Report

- Billy Gent had some variances in that some things were being charged to the wrong accounts, but this has been rectified. Paving was approved and paid for Boleyn Creek area. Michelle and Billy need to get their heads together and figure out if the budget items are matching with payments/expenses correctly in the new system. This appears to be a problem. Abbington Woods' contractor was being billed at last year's rates,

which Billy has addressed and rectified. As of this month, it should be caught up and correct.

- Michelle commented that she needs to be in the information loop when anyone on our end has any contact with CAS. She should be the main point of contact.
- Everyone at OTW is current with their dues as of April 30, 2015.

Finance Report.

- Craig received a note from Katie at CAS regarding 2 large delinquent accounts. One is settled and the money was received from the settlement attorney (said Katie) and it was deposited (6293.75) in an account. Katie needs to let Michelle know if these monies are received and then Bryan needs to be in this information loop as well, since he is tasked with monitoring these delinquencies.
- Craig also discussed the second delinquency. Payments arrived in checks, but these checks were dated 4 days after the due date of the April 20th. If this account does not pay by the 20th of June, then we proceed to collections immediately.
- Bryan mentioned that he would like to address the payment “due date” policy to reflect the “mailed by” date instead of “received by” due to errors that can occur in postal transit. There are many \$20 charges (late fees on dues) on the books.

Architectural Control Committee Report

- For request for changes: two tree removals, one to request a removal of a screen porch, one to install a bank of solar panels on the garage roof, facing the street side. Nothing in the statutes state that his request can be denied; they are good to go.

Building and Grounds Committee

- A resident on Neuchatel has presented a concern regarding a berm near his home. Previously, he was unhappy with the elaeagnus bushes which were growing in this berm. In response to this, the HOA had these bushes removed. This resident now feels that this berm needs to be re-planted with something else because he wants a “buffer”. The HOA has no plans to replace the old bushes with the new bushes; nothing is in the budget for these improvements. The berm has been backfilled, re-sculpted and is now neatly maintained with pine straw.
- Consensus by board on the boardwalks in the “back” of Todd Denson park is that it needs a good power washing. Discussion was had about being able to bring water that far into the park (i.e. seeing if a hose is long enough). Joe is going to contact our service provider to see if there is a safe chemical that can be used to break down the mold/mildew that has accumulated on the boardwalk. If not, Joe will see if they have enough hose to reach the area of concern. A power washing truck loaded with water should not be crossing the entry road (parking lot side) bridge.

- On the front bridge of Todd Denson park (parking lot side), Joe has some concerns about its condition. The bridge was built in 2001, the expected life is 17 years, the replacement is budgeted for 2018. We will continue to monitor the bridge with preventative maintenance.
- People are still cutting through woods on Emmen Road. Craig and Joe still need to visit that area and evaluate this situation.
- OTW has a drainage issue, especially with the last two winters. The grass has been wiped out by the water. Joe is expecting a proposal from Todd with three ideas to address this concern. Out of 8 of these areas, 6 are considered serious. The end unit is the only one that is not a large concern. Regardless of solution, OTW will end up making their own decision as to how/if they wish to subsidize the repair(s).
- Joe found a replacement supplier for our mailboxes at a cheaper rate at the new Ace hardware store at the corner of 70 and Thurman Rd. Cost per mailbox is \$27.72 instead of \$42.70. Joe has 10 mailboxes on order.
- A few board members commented that Todd Denson Park's grass is not being cut properly/often enough. Joe commented that there is a problem with a subcontractor of Reed's and Joe will address it with him immediately.
- Is there money available for park maintenance? Joe would like to clean up area by Todd Denson's memorial, bench maintenance, and some cosmetics. Billy says that yes, Joe can go ahead; the money is there.
- Bocci court is not being utilized. Billy suggested that we fill the area with a shark tooth pile for children. He will check with PC Phosphate to see what can be arranged. Joe said he has had conversations with the Bocci contact person in Taberna, who says that they still want to use the court and to please leave it there. Joe will address these areas of concern.
- Grills need attention. Bryan suggested that they be cleaned up and painted with grill paint, which he sells. Joe said he will take care of cleaning them and get the paint from Bryan.
- Billy Gent voiced a concern about weed control in the park and asked what the contracts state about re-treatment when the first treatment does not take. He said when new contracts are written, perhaps a re-treatment clause could be written in to the next round of contracts. He also voiced concern about branches hanging over fence line and weed whacking. Joe will address all of these with Reed.
- Bidders' day was discussed for upcoming contract re-negotiations. Large maps are needed for this; Katie will get copies made.

Manager's Report

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- Michelle needs to know which businesses are connected to which lot numbers for the commercial lots in front of Taberna across from Dunkin' Donuts. Our current maps do not show these areas.
- A resident has expressed concern about three issues: the lack of speed limit compliance, bushes encroaching site lines at 602 Taberna Circle and 102 Ticino for when cars need to pull out, and the triangular island by the merging lane when turning right into Taberna from the West. In addition, she is concerned about numerous encroaching vegetation issues along the walkway. Board members asked Michelle to contact her and let her know that we are listening to each of her concerns, will go out and visually visit each area of concern, and take her observations to heart. The speed limit issue is continuously brought to the attention of the New Bern police department, as we are equally concerned. She is welcome to contact the police department on her own as well, as these are city roads.
- Michelle distributed a list of violation letters sent out, the majority of which have been addressed or rectified.
- There is a chronic trailer-in-driveway violation on 128 Walden Road. Fines need to be assessed at \$100/day through May 25, when it was observed that the trailer was no longer there.
- 201 Walden Court's lawn is unsightly and very long (abandoned house). There is a new address on file for the former resident's name but the mail sent to this address came back as "insufficient address", so we have had no luck in contacting these former residents to resolve this issue.
- The adjudicatory committee has asked that when a covenant violation goes as far as a hearing, that the tenant be notified as well, in the event that the owner is not at the residence. Otherwise, when the process proceeds to filing a lien, the legal process may not support our efforts, in that the owner will absolve themselves of any responsibility as the tenant is, in fact, the "violation". At this point, we have no definitive way of knowing if the property has a tenant in the house. In the event we do know, we will send an inforamatory note to the resident informing them that the owner is going to an adjudicatory process.

President's Report

- The adjudicatory meeting was on May 18th. As soon as this hearing is concluded, a letter needs to be sent out to the address on file regarding the ruling. The resident has five days to comply. After the fifth day, the fine of \$100/day can then be imposed until compliance is documented. Since Michelle did not know the ruling of the May 18th meeting on 201 Walden Court, she did not send the letter, so no fines can be assessed. She will now start the process of sending the 5-day letter and then send a letter to inform them that fines commence immediately should they not respond in 5 days

- 128 Walden Road is being fined from the date we were notified of the trailer returning to his lot until the date CAS documented it was no longer there (May 25). He has been previously cited for having a trailer on his property. He removed it; it has returned.
- Update of capital asset table was reviewed. The numbers are now updated to reflect the recent improvements. The last time a Reserve study was done was 2013; Craig said it could probably be updated.
- A proposal is being brought forward by Pat Schaible to the state highway dept. to consider making the main exit from Taberna's light a two-lane left turn to alleviate the morning pileup, especially.

New Business

- Bryan made a motion that all of the \$20 dues late fees be evaluated to see which ones can be dismissed, especially with the software update that happened this year. Katie seconded it, everyone voted in favor.

Action Items:

Baader:

- Ensure that there is a sign on the door when adjudicatory meetings are held so attendees can find the building easier.
- Visit proposed fence area on Emmen Rd. with Joe.
- Adjudicatory hearing rulings/results must be sent to Michelle at CAS as soon as possible so that she can start her documentation process (i.e. within 24 hours).

Katie

- Draft letter for resident addressing berm issue on Neuchatel
- Get copies made of map

Bill:

- Contact PC Phosphate about a shark pile.

Bryan:

- Evaluate all \$20 fees and evaluate which ones should be written off.

CAS:

- Please respond to resident who had concerns about visually obstructive bushes, speed limit concerns and the triangular island near the merging lane at the front of Taberna.
- Please send 201 Walden Ct. a letter sharing with them the rulings of the adjudicatory meeting, to which they were invited and did not show, which was to begin assessing a fine of \$100/day until the lawn maintenance is addressed.
- Please research the dues payment receipt process from the time the envelope arrives at the CAS payment address/mailbox to the time it is posted.
- Please check to see if we can ask CAS to re-evaluate the "due by" policy for dues payments. Can we change it to "must be postmarked by January 31" by"....

Joe:

- Visit Emmen Road proposed fence area with Craig.

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- When Joe received Todd’s proposal for OTW drainage issues, please forward it on to the board.
- Address Todd Denson Park grass length, weed whacking and overhanging branches with contractor.
- Check with contractors to see if mildew/mold on back boardwalk of Todd Denson park can be safely removed/treated chemically. If not, do they have enough hose to try to power wash the area?
- Research commercial lot numbers across from Dunkin Donuts. Please get these to Michelle. Do these all have to abide by our covenants.
- Do we approach city to cut the grassy area by the front of Taberna near/at those commercial lots?
- Arrange for TD park grills to be cleaned and get paint from Bryan.

Announcements

The next meeting will be Tuesday, June 23, 2015 at 3 p.m.

Adjournment

The meeting was adjourned at 4:53 p.m.

Approved by the Board of Directors:

Submitted by: _____
Katie Shorter, Secretary

Approved by: _____
Craig Baader, President

Date: _____

Date: _____