

**HAMPTONS AT MAPLEWOOD
HOMEOWNERS ASSOCIATION INC.
BOARD OF DIRECTORS MEETING**

Thursday, June 24, 2010 @ 6:00 p.m.
Location: Bristol Management Office

MINUTES

Meeting called to order at 6:00pm by the President Lou Marcati

Present:	President	Lou Marcati
	Secretary	Richard Thomas
	Treasurer	Charles Siebrecht
	Director	Ricki Finnan
	Director	Richard Miller
	Bristol Management	Pamela McLendon, LCAM

Special Guest: Michael J. Rahn, Receivables Solutions, Inc.

Mr. Rahn was invited to attend the meeting to explain what services his company can offer in the collection of delinquent accounts. This is a collection service. They would handle accounts that are in the early stage of delinquency. There were many questions and answers regarding the practice, procedures and cost. The Board thanked Mr. Rahn for his time and information. The Board will review to determine if this is a collection process that would benefit the HOA.

Open Forum/Non-Agenda Items:

Many Owners were in attendance. Those Owners who completed the form to address the Board were called upon to state their issue. The following issues were brought to the attention of the Board.

- Paint color choices were discussed. Many people had comments on the colors.
- A resident brought a petition related to paint color choices with 54 signatures.
- Concerns about the quality of work to be expected were raised.
- Financial hardships affecting ability to pay special assessment.
- Pet Owners not taking responsibility for waste removal.

The Board thanked those in attendance for their interest and concerns. It was determined that the forms should include a section for suggested resolutions or solutions to problems brought forth by residents. The form will be updated for the next meeting.

Minutes:

The minutes of the May 27 and June 3 Board Meetings were reviewed. Rich Miller motioned to accept the minutes as presented, Richard Thomas seconded and the vote passed unanimously. The minutes will be placed on the web site.

Presidents Report:

Lou Marcati brought the Board Members and Owners present up to date on many projects. The street trees were limbed up at the entrance to Phase III. Additional tree trimming was completed around all street lights in an attempt to open up the light from the tree and hopefully reduce the damage that could be sustained during a storm event. Abandoned homes due to foreclosures are being monitored and maintained by the HOA as needed to keep the yards in order. Additional benches have been ordered and will be installed along with 2 additional trash cans in the three phases. Lou thanked all those who have and are participating in the painting process.

Financials:

Charles Siebrecht reported on the financials. The current budget reflects we are within budget parameters. It was encouraging to see a slightly lower delinquency list. The response to the Special Assessment for the Painting Project has been good. To date the HOA has received 78 responses and payments for the project. Payments are due on July 1.

Committee Reports:

ACC:

George Litinski reported on the Committees work with the paint color selection. The Paint Committee spent time and effort to bring a color palette to the ACC, and those colors were reviewed and refined. All parties involved with this process were thanked for their efforts. The Board was shown the proposed colors with some possible minor changes to be made. Overall the colors were acceptable to the Board.

In addition to paint colors, the ACC has been considering options during the paint process to allow for the garage doors to be painted the same color as the walls, thus creating a larger appearance in the front elevation. This and other considerations are being reviewed and further information will be provided prior to formal action.

Paint Committee:

The Paint Committee completed their selection of colors and turned them over to the Board and ACC for further process. Both the ACC and Paint Committees are working together to finalize the color selection to be voted on by the Board.

Appeals Committee:

There is currently no activity. There is a position open on this committee. Residents are encouraged to volunteer for committees.

Landscape Committee:

There is no one in position of Landscape Committee. The Board will consider residents to ask for this volunteer position.

Management Report:

Pam McLendon reported the following:

Work Orders and Violation Notices are being processed. There have been many on site meetings with landscaper and irrigation contractors concerning landscape replacement needs and general procedures. Management will be implementing new procedures to follow with installation of new material. General maintenance of the property is being monitored and needed repairs are being handled promptly. A form was sent out to Owners requesting updated information for our records. Email addresses are being sought in an effort to communicate information more efficiently. Many residents have returned the forms.

Old Business:

Line of Credit: Due to the need to finance the paint project, it was determined that a line of credit will be needed to assist in funding. This is to allow for Owners to pay for the painting assessment over a three year period. TD Bank has been chosen to obtain the line of credit. A motion was made by Charles Siebrecht for the HOA to enter into an agreement with TD Bank for a line of credit in an amount still to be determined and has approved a Special Assessment for said Line of Credit. The HOA acknowledges that a Special and General Assessment lien will be executed to provide collateral coverage as necessary. Motion was seconded by Richard Miller and unanimously approved.

Paint Colors: The Board reviewed the colors presented at the meeting. Richard Miller motioned that the color selection was acceptable to the Board while allowing for some tweaking of colors by the ACC and Paint Committees after some further review. Richard Thomas seconded and the Board agreed. Finalization of the colors is anticipated to be completed soon.

New Business:

Debt Collection Service: The Board discussed the presentation made by RSI for collection of delinquent accounts. The Board agreed that all possible avenues should be utilized to collect assessments. Further information was requested of RSI for review by the Board. It was determined that the Board will initiate some form of collection after further review of options.

Tree Removal Request by Owner: An Owner had requested the HOA to pay for and remove a tree located in the front yard of the home that the Owner considers to be a possible hazard in a storm. The HOA informed the Owner that he was allowed to remove the tree at his expense after obtaining permission from the Town of Jupiter. The Owner objected to the cost of the removal to be at his expense. After discussion, the Board instructed the Owner of his option to remove at his cost with Town permission and the matter was closed.

Home Business Violation: There is a resident who has a business being run at her home in The Hamptons. The Documents do not allow for this type of activity. Due to the large trucks delivering products, large piles of debris for trash removal, this was deemed a violation. This may also be in violation of Town Code. The Owner will be notified to cease and desist from running a business from her home.

Paint Contractor Bids: There were 10 Painting Contractors that presented bids for the upcoming painting of The Hamptons. A spreadsheet was presented to the Board with the projected costs. The Board will review the information presented and decide on which Contractors to invite to meet the Board and answer questions related to the job. This information will be used to establish the best Contractor for the job. Management will be informed to set up a meeting with the chosen Contractors once the Board establishes which Contractors to have return.

Trash Bins – Two new trash bins will be installed in Phase I and II. These will need to be cleaned on a regular basis. Management is looking into options and cost for this service.

Letters to the Board – The Board received letters from residents which were read by the Board Members. Each letter will be answered by Management. The letters obtained questions pertaining to the authority of the Board to change the colors of the homes, the responsibility for the repairs to driveway aprons and concern over the timing of the paint project.

Roof Repairs & Code Compliance: A code compliance officer reviewed the conditions of many roofs in the community for violations. The Town was going to send notices to many residents to have needed repairs done

to their roofs. Management will follow up to determine if letters have been sent.

Golf Cart Storage: The Board purchased a used golf cart to be used by Management for property inspections. The cart will need to be stored on property. Ricki Finnan motioned to approve a storage area to be constructed at the pump station in Phase III at a cost not to exceed \$2,500. Further investigation as to what should be constructed is being handled by Richard Miller and the Board will be advised of choices and costs.

Holiday Parade in The Hamptons: The Annual Holiday Parade will be held on December 18, 2010. As in previous years, the Police Department, Fire Department, Santa and other Town Officials will be asked to participate.

Mailboxes: The community mailboxes are scheduled to be painted soon in an effort to keep them looking good. There was discussion of notices being attached to the mailboxes by residents and others. It was stated that no notices are allowed to be posted on the mailbox units. This information will be included in the next newsletter.

The next Board meeting is scheduled for July 22, 2010.

There being no further business before the Board the meeting was adjourned.

Respectfully Submitted,

Pamela McLendon, LCAM
For and On Behalf of the Board of Directors