

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

Thursday, October 28, 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
	Director	Richard Miller
	Bristol Management	Pamela Adams, LCAM

SPECIAL GUESTS:

Police Chief Kitzerow and Frank Melillo, Code Enforcement

The Police Chief and Mr. Melillo discussed the parking concerns in the Hamptons related to on-street parking and trucks. This is a matter of public roads and town codes versus HOA rules regarding parking and trucks. The Board was informed of the options to consider that is best suited to the community. It was agreed that on street parking is a problem. They do not want to encourage Owners to park in the street. Town rules do not permit oversized or commercial vehicles to be parked, so this is not a problem to enforce. The Board concurred that they will continue to monitor for truck violations based on the HOA rules.

Town of Jupiter – Andy Lukasik and Town Manager Staff

The Town Manager, Andy Lukasik, and his staff were invited to the meeting to accept a plaque and letter of appreciation from the Hamptons HOA on behalf of their work and efforts on the sidewalk and roadway repairs in the Hamptons. Steve Inglis of Bristol Management was also in attendance for this occasion. Andy was very thankful to the Hamptons for their thoughtfulness. He offered that many entities were involved with the tree removal process and ongoing sidewalk and street repairs. Andy thanked Code Enforcement and Steve Inglis of Bristol Management for their contribution in the planning and enactment of the tree removal and replacement project. Andy then updated those present that the Town is finding funding to continue to work on areas that are obvious hazards that need attention.

Open Forum/Non-Agenda Items:

There were a few Owners in attendance. One resident requested information on the golf cart storage location and requested a review of tree branches overhanging her driveway.

Minutes:

The minutes of the September 23 Board Meeting was reviewed. Rich Miller motioned to accept the minutes as presented, Dick 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 Town of Jupiter has sent out violation letters to Owners with raised driveways requiring repairs be made. This effort has encouraged many residents to take the needed action to repair their driveways. A driveway in the community

that has been stained so badly that chemicals are unable to remove will be reviewed for another process. Management will contact Florida Sidewalk Solutions to ask for a possible remedy. Many roofs appear to have had repairs completed. Good news that there have been no reports of signs posted on mailboxes recently. Holiday lighting, extra police patrols will be discussed in New Business. Lou stated that again, this month, the landscape continues to look great. A request for updated information on tenants in the community was made. Management will compile a report and furnish the information available to the Board.

Financials:

Pam Adams reported on the financials. The current budget reflects we are within budget parameters. Delinquent accounts remain at a high number due to current conditions. The Board requested the accounts over 90 days be reviewed for possible foreclosure action by the HOA in an effort to collect funds. Management will prepare a list of properties for possible action. The 2011 Draft Budget is in process. The Board and Management have worked diligently on the budget and will present the draft budget at the November Board Meeting for approval.

Committee Reports:

ACC:

George Lipinski was not in attendance. ACC applications are processed when received. During the discussion with Frank Melillo, Town of Jupiter Code Enforcement, the Board asked about the Town Code on Home Businesses. This is due to a home known to be conducting business against HOA rules. Home Businesses cannot have storage of material within the home, cannot have business transacted out of the home, or visitors to the home for the purpose of business. Code Enforcement was going to make contact with the resident to discuss what activities are taking place and determine if they are in compliance.

Appeals Committee:

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

Landscape Committee:

The landscape of the community continues to be improved. Most of the work approved in common areas has been completed. Irrigation and fertilization are key components at this time of year for continued success with sod. Tree shade is an ongoing problem with the sod growth.

Management Report:

Pam McLendon reported the following:

Work Orders and Violation Notices are being processed. Confirmations have being made for the Holiday Parade attendees. Final details are being worked on. A resident attended the meeting to volunteer to assist in the planning. The painting of homes will begin November 1 as scheduled. All homes to be painted in November have been noticed. Tracking of the paint project is forwarded to the Board regularly.

Old Business:

Driveway Apron Repairs: The Town recently sent out more certified letters to Owners with raised driveways informing them of their responsibility to have repairs made. Code Compliance is handling this matter.

Sidewalk/Gutter Repairs by Town: Based on information received from the Town Manager at tonight's meeting, it appears that additional work may commence in the community. This may include removal of some additional oak trees that are causing significant problems. The Town is currently reviewing the areas to determine their actions.

Painting Project: The painting of homes in Phase III is scheduled to begin November 1. Owners have been notified by posted notice that their homes are scheduled. The Hamptons Website has been updated with a new section for Paint Project. This will have valuable information posted as well as the order of painting to be done and the status of the project. Additionally, a list of all residences by order of painting will be available for review. This list will indicate the color selected and any other details pertaining to that residence. Owner are encouraged to review this information periodically during the paint project.

Roadway Markers: Many of the existing road markers at the entry to each phase have come loose. The board determined the type of marker being used were too large. It was determined that the flat reflective markers are better suited to the location. Management ordered the reflectors and will have installed upon receipt.

Holiday Lighting: The Contractor for the holiday lighting project met with Rich Miller and Pam Adams to review the current entry areas for holiday lighting. Due to changes in landscape at the entries, the previous display will not work. The Contractor submitted ideas for the Board to review. The ground lighting proposal was agreed by the Board for installation at a cost of \$1,987.00. They proposed Bow Toppers for the sign walls for a significant impact. The Board contacted the Contractor during the meeting to ask for additional options. He suggested the one option available was large snowflakes. The Board will review both options and make a decision.

Irrigation Pump Repairs: The damage to the irrigation pump from a lightning strike has been completed. The total cost for the damages sustained were approximately \$7,500.

Comcast Compensation Funds: The agreement with Comcast offered the HOA a compensation for signing the contract. The check for \$25,675.00 was received October 4, 2010.

Landscape Weed Control: The community is showing signs of heavy weeds. The Landscaper was asked to supply proposals to address this problem. The Board agrees this is an important part of landscape maintenance is has made a line item on the 2011 budget to include this service.

New Business:

Police Patrols for Holiday Season: In previous years, the Board has employed Jupiter Police to have additional patrols in the Hamptons during the Holiday period. This is an effort to control speeding and other offenses such as running stop signs. Additionally, their presence is considered a deterrent to possible criminal activity. This is a budgeted expense. Management will contact JPD to set up dates for patrols.

Landscape Replacement: An Owner requested landscape replacement for dead material in the front bed of the home. The dead material had been installed by another Owner previously prior to the current Owner. After the Board reviewed the circumstances of the situation, it was agreed that standard hedge material will be installed to fill empty beds in the front yard at a cost not to exceed \$200. When there is a question of responsibility, each case is reviewed on its own merit for a decision by the Board. Another location is being reviewed for needed replacements; however, consideration is being made to replace sod with plants due to the shade conditions. The Board will be given additional information on this matter for a decision on action to be taken.

Insurance Cancellation Refund: Due to the change of insurance carriers, there was a refund due to the HOA which was received and credited to the insurance account.

Wall Damage – Paint Prep: There are sections of the wall where there is water penetration that is causing damage and separation of the wall. Ally Construction reviewed the wall. The section in Phase III where the damage was found can be repaired at a cost of \$425. This will prepare the wall for painting. The Board

approved this repair. It is anticipated that additional areas will be found during the pressure cleaning of the wall. These areas will be identified by the painter, reported to Management and the repairs will be made in advance of paint. The Board will be keep advised of the wall damage and needed repairs to be made.

Budget Preparation 2011: The 2011 Draft Budget is in process. The Board has been hard at work identifying areas where the budget can be trimmed. Due to the new Comcast contract, there was an increase to the cable tv account. As stated under landscaping, additional funds have been set up to cover the cost of weed control. With additional efforts is reducing costs for professional services, the Board was able to maintain the current dues. This draft will be finalized and sent out to the Members. The Board will vote on the 2011 Budget at the next Board meeting scheduled for November 17.

Next Board Meeting: Due to Thanksgiving Day being on the next scheduled meeting date, the Board will consider the meeting to be held on Wednesday, November 17. Management will coordinate this change and confirm.

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

Respectfully Submitted,

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