

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

Thursday, August 26, 2010 @ 6:00 p.m.  
Location: Bristol Management Office

**MINUTES**

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

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

**Special Guest: Maria Friedman – TD Bank**

Ms. Friedman attended the meeting to discuss a program through TD Bank to the Association and it's Members. The Affinity Membership Program is offered to any non-profit with a TD Bank account to offer it's Members to open bank accounts and upon reaching 50 members, the accounts are pooled by the Bank and a contribution is made to the HOA based upon the annual average balances of all participants. The Board was interested in the Program. Ms. Friedman will be in communication with Management to discuss the marketing plan that TD will propose.

**Open Forum/Non-Agenda Items:**

There were a few Owners in attendance. No one had any issues to bring to the Board.

**Minutes:**

The minutes of the July 22 Board Meeting was reviewed. Dick Thomas motioned to accept the minutes as presented, Charles Siebrecht 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. Six new benches and two new trash containers have been installed. There has already been many residents enjoying the benches. Town of Jupiter sidewalk, curb-gutters and road repairs have stopped. We were informed that the Town used the allowance for the project. Management will follow up with Contractor for final clean up of staging area. The old pump station was put to the test with the loss of power to the new pump station. The old pump worked extremely well under the conditions, and all three phases were able to be irrigated. The system will be tested monthly by Treasure Coast during their maintenance plan. It was suggested that the communication system currently used by Treasure Coast to monitor the system be reviewed for possible wireless communication. Currently the system is monitored thru a Comcast connection. There is a panel that operates both the irrigation system and the fountain in Phase III. To cut the power off to the fountain it requires both to be shut down. It was discussed to have the electrical wiring rewired. Due to the cost over \$3,000. to have this done, it was determined not to proceed with this at this time. A padlock will be placed on the panel for safety.

## **Financials:**

Charles Siebrecht reported on the financials. The current budget reflects we are within budget parameters. The delinquency report reflects a higher total due to the unpaid special assessment for painting that has yet to be collected. The Comcast rebate is anticipated to be received any time. Future Special projects in the community will be considered for 2011.

## **Committee Reports:**

### **ACC:**

George Lipinski was not in attendance. ACC applications are processed when received and sent via email to the ACC Committee.

### **Appeals Committee:**

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

### **Landscape Committee:**

Although a Committee Chair was named, the position is again open for a resident to fill.

### **Management Report:**

Pam McLendon reported the following:

Work Orders and Violation Notices are being processed. The area of sod in Phase II that continues to struggle is under control of Landscaper. No charges will be made to the HOA for this sod. There have been a few neighbor issues related to landscape that the manager resolved with the assistance of the Town. Coordination of the contractors was implemented by management in the loss of power for the irrigation system. Efforts by all allowed for minimal down time of the irrigation system.

## **Old Business:**

**Benches & Trash Cans:** The 6 benches and two new trash containers have been installed. Trash cans will be emptied on Mondays and Thursdays by Southern Exposure.

**Driveway Apron Repairs:** A letter was sent to the Town informing them of the responsibility of the Town to enforce code violations related to the lifting driveways. The Town acknowledged the letter and Code Enforcement has been placed on notice to enforce.

**Sidewalk/Gutter Repairs by Town:** The Town had a contractor making repairs throughout all Phases of the Hamptons. Unfortunately, the funding ran out before all areas were able to be addressed. Management will ask the Town for a status of the remaining problem areas. Additionally, the contractor will be advised to finish the restoration to the staging area used by them.

**Landscape Proposals for Common Areas:** There are landscape work orders being addressed as received. Common areas have been improved. No further work in these areas is planned.

**Purchase & Rental Agreements:** The Board is considering asking for security deposits from tenants in an effort to have options for repairs caused by them. It was suggested that the HOA Counsel be asked for direction on this matter. Gary Fields was asked if this is allowed by the documents. We are awaiting his response.

## **New Business:**

**Painting Project Award of Contract:** The Board had two contractors that were interviewed and many questions were asked of each in an effort to determine the best company for the job. The Board of Directors decided that Coastal Painting offered the better options. Charles Siebrecht motioned to accept the bid from Coastal Painting, Dick Thomas seconded and the vote passed unanimously. The Board requested that RCI be sent a thank you letter for their professional representation during the process. In addition to the original contract price, Coastal Painting offered an additional incentive to the community by extending a pay plan to save additional funding on the project. The Board reviewed the options available. Rich Miller motioned to accept Option #3. The HOA will pay Coastal Painting a deposit of 20% of the contract up front for a discounted price on each home. Ricki Finnan seconded and the motion passed unanimously. This discount will allow for absorbing the increased cost of painting all the metal fencing throughout the community.

**Remedial Cleaning By Coastal Painting:** Coastal Painting offered to return after 3 to 4 years to review, pressure clean and make repairs to any caulking, peeling or other paint related issues at that time. This service is offered at the cost of \$7,925.00. or \$20. per home. The Board agreed this was a good investment. Rich Miller made a motion to approve the proposal as submitted, Dick Thomas seconded and the motion passed unanimously.

**Paint Default Color Selection:** For those Owners and homes where we receive no response to the color selection process, a default color will be established for all colors and that is the color that these homes will be painted. It was unanimously agreed that the lighter shade of each color will be the default color.

**Paint Letter To Owner:** The next letter to be sent to the Owners will include the awarding of the contract to Coastal Painting. Additionally, the Board made decisions on the project:

- Date to begin project – November 1, 2010
- Location to begin project – Phase III – inside circle of Hampton Place
- Painting of homes to stop by November 24 and resume on or about January 10, 2011
- Painters will paint the exterior of the perimeter wall during the holiday period
- Owners must respond with current house color for process of new selection
- Owners may “opt out” for gutters or garage doors due to warranty issues
- Owners may “opt out” for locations where landscape vines are attached to homes
- Owners may request additional work by Coastal Painting above the scope of the contract
  1. Roof Cleaning
  2. Deck Staining
- Pay Plan Option for 2 payments of \$750. will be notified that the second payment is due November 1.

This letter is being prepared for mailing to residents by September 1.

**Sabal Palm Tree Trimming** – There are palm trees along Indian Creek wall that have not been trimmed for a few years. They have become very overgrown and messy. A proposal was received from Southern Exposure to trim 42 sabal palms for \$714. Ricki Finnan motioned to approve the proposal, Dick Thomas seconded and the motion passed unanimously.

**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 will order the markers and have the old remaining markers removed and the new ones installed.

**Appreciation Letter – Andy Lukasik – Town Manager:** The work recently completed by the Town was done with much effort by many people. In particular, Andy Lukasik was a driving force in finalizing the project. The Board agreed to send a “thank you” letter for his efforts. Management will prepare.

**Holiday Lighting:** The Holiday Lighting Contract was for 3 years. Management will contact the contractor and confirm scheduling.

**Maplewood POA Annual Meeting:** The Annual Meeting of the Maplewood POA is being held at Bristol Management on August 31, 2010 at 4:30 p.m. Lou Marcati will be present as representative of Hamptons. It was recommended that all Board Members who are available to attend this meeting. The POA oversees many areas including the Maplewood Park, which Hampton's pays annual dues.

The next Board meeting is scheduled for August 26, 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