

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

Thursday, September 1, 2011 @ 6:00 p.m.  
Location: Bristol Management Office

**MINUTES**

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

<b>Present:</b>	<b>President</b>	<b>Lou Marcati</b>
	<b>Vice President/Secy.</b>	<b>Steve Skakandy</b>
	<b>Treasurer</b>	<b>Jules Kitzerow</b>
	<b>Director</b>	<b>Ricki Finnan</b>
	<b>Bristol Management</b>	<b>Pamela Adams, LCAM</b>

There were a few Owners in attendance.

**SPECIAL GUEST: Ed Dicker, Esq.**

Mr. Dicker was invited to attend the meeting and introduce his legal firm for consideration of handling the HOA legal affairs. Mr. Dicker outlined the services they offer and gave valuable insight on collection matters, violation actions and HOA Document updating. There were questions and answers during the presentation. Mr. Dicker was thanked for his time and information. The Board will consider this under New Business.

**Minutes:**

The minutes of the July 28, 2011 Board Meeting were reviewed and approved unanimously. The minutes will be placed on the website.

**Presidents Report:**

Lou Marcati brought the Board Members and Owners present up to date on many projects. Painting is moving along on schedule with approximately 29 homes left to complete. The peeling railings are in process of repair. The pump house doors are being painted to match the buildings and the entry signs are also being painted. The wall along Indian Creek Parkway had some damage sustained during pressure cleaning. After review it was determined to do repairs as needed to prepare for paint. The repairs are completed. A conversation with a Town Official ended with the well field in the area of Phase I to not be tapped for a couple of weeks in an effort to bring up the water in the lake. It appears this has had a positive effect. Pressure cleaning is scheduled to begin soon.

**Financials:**

Jules Kitzerow reported on the financials. The current expenses of the HOA are within budget parameters. Delinquent accounts were discussed for future collection measures to be taken. The Board continues to monitor delinquent accounts and takes action as allowed by law. A meeting was held with Jules and the Bookkeeper to review the financials for a clear understanding of the system.

**Committee Reports:**

**ACC :**

Ricki Finnan reported on the ACC Committee. Recent approved applications included a swimming pool, carriage lights, window tinting, patio awning, patio screen enclosure and a re-roof. A request for a gable vent over the garage was denied.

### **Landscape:**

A request for Landscape Bids was sent out to 6 Contractors. The proposals were reviewed by the Landscape Committee and three Contractors were invited to attend the meeting to interview with the Board. Each Contractor was given 15 minutes to interview. From the Ground Up, Horizon Landscape and Southern Exposure were interviewed. Each company was asked specific questions on their companies and their ideas for maintaining the Hamptons. Matt with Southern Exposure was the last interview. He informed the Board that the current contract he is working from does not include some of the items in the new specifications. He wanted the Board to know that the addition of weed control will significantly improve the sod conditions. Other items were also discussed pertaining to the scope of work currently being done and the specifications sent for bid. It was agreed that due to the fact that the current landscape contract does not include these services, the current contractor was not given the resources necessary to improve sod quality in the community. The Board thanked each Contractor for their time and will discuss further under New Business.

### **Management Report:**

Pam Adams reported the following:

Work Orders and Violation Notices are being processed. A report of active projects was presented to the Board.

### **Old Business**

#### **Painting Project:**

The painting continues on schedule. To date Phase III and Phase II have been completed. Owners have been appreciative of the work performed by the Coastal crew. Work on the common wall will resume shortly. Railings that were painted and are peeling are being redone by paint contractor. The Board approved an appreciation luncheon to be held for the painters at the end of the project. The cost for the lunch is approved not to exceed \$250.00. Management will set this up.

#### **Website Ideas & Information:**

The website has been worked on with many new areas for Residents to access information and post information. This is an ongoing effort to update the website and offer new and exciting information for Hamptons Residents.

#### **Message Center Boards:**

Message Center Boards were ordered to be placed at each entrance to the Hamptons. The Boards are expected to arrive soon and will be installed at locations to be determined.

#### **PB Post – Neighborhood of the Week:**

The PB Post has a special article weekly highlighting communities throughout South Florida. Management is working with the person in charge at PB Post to have Hamptons be highlighted.

#### **TD Bank – Affinity Program:**

Maria Friedman with TD Bank announced the Affinity Program to the Board last month and the Board was interested in the concept. It was agreed that a community meeting should be held to inform the Hamptons Residents of the program. Mrs. Friedman worked with Management and have set a date of September 21 at the Jupiter Community Center from 6:30 – 8 p.m. The Bank will inform those present of the program. Refreshments will be served. Owners will be notified of this by notice with the quarterly statements and also information will be posted in the new message centers.

#### **Pressure Cleaning Community:**

Pressure Cleaning is scheduled to begin on September 19 in Phase III. JT Pressure Cleaning will be completing all driveways, front walks, sidewalks and curb gutters throughout the community. Owners are encouraged to contact them for additional cleaning that may be needed at their homes.

## **New Business:**

### **Rules & Regulations and ACC Specifications:**

The Board made some minor changes to the updated Rules & Regulations and a final version was presented for approval. Jules Kitzerow motioned to approve the new Rules & Regulations as presented, seconded by Steve Skakandy and approved 4-0. The information will be sent out to all residents and posted on the web site and in the message centers to get the information out to residents.

### **Entry Wall Improvements:**

The entryway to all phases of the Hamptons is the focal point of the community. There has been discussion on what improvements should be considered. Signs, lighting and landscape all need to be considered for improvement with funding from the paint project. A Committee will be needed to work on this project. It was agreed that in the meantime the current signs should be painted to improve the appearance. Paint colors have been identified and the signs will be painted shortly.

### **Association Attorney:**

The Board is considering changing their legal representation. They met with an attorney last month. After discussion, it was recommended that another Attorney be interviewed. Ed Dicker, Esq. was invited to attend the meeting to be considered for HOA counsel. After Mr. Dicker's presentation, the Board discussed the matter. Everyone felt comfortable with Mr. Dicker and his explanation on collection services. A motion was made by Jules Kitzerow to hire Dicker, Krivok & Stoloff for legal representation, seconded by Ricki Finnan and approved unanimously. Management will inform the current legal firm of this change and will advise Mr. Dicker that his firm will be retained for future legal representation.

### **2011 Audit:**

The Board was presented a proposal for the 2011 Audit by Fred Dulas, CPA, LLC. The cost to prepare the audit is \$2,650.00 and \$200 for the tax returns. Steve Skakandy motioned to approve the proposal, seconded by Jules Kitzerow and unanimously approved.

### **Trash Can Pick up:**

The HOA currently has 5 trash cans in the community. The job to empty the bags has been handled by Southern Exposure. The Board had two candidates offering this service at a cost of \$275 per month. The Board agreed to the service and approved the choice of Management.

### **Street Light Improvements:**

There was discussion on the need for additional street lighting in the community. Steve Skakandy offered to do some investigation into what is needed for this to be considered and will report back to the Board.

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

There were no items brought from residents for discussion.

**Next Board Meeting:** The next meeting of the Board will be September 22, 2011.

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