

Champlain Homeowners Association Meeting
October 2, 2006

Attending: Ben Dennis, Joannene Hudak, Bob Moser, Gene O'Brien,
Mike Waterhouse, Michelle Grayson (Abaris), Maureen Hood
(Architectural Committee Chair)

Meeting called to order 7:00 P.M.

MINUTES FROM AUGUST 28, 2006 MEETING

Minutes from the August 28, 2006 are reviewed and approved unanimously.

FINANCIAL

Mike W. asks about the procedure for handling homeowners who are delinquent with their association dues. Michele G. explains that if they are not received within 30 days of due date they become "past due." If they are not received by 60 days of due date, they go to collection. After that comes an "Intent to Lien". The next step would be to put a lien on the property. If the homeowner pays everything current, then the steps would begin again, the next time the H.O. becomes past due.

ARCHITECTURAL COMMITTEE ITEMS

2940 McGee Way (7H on agenda) – extension to 10/31/06 would be granted. Maureen H. says work is completed.

3022 O'Hara Place (7I) – Maureen H. has photos. Request for extension to 10/31/06 approved by Board.

18023 O'Hara Circle (7j) – Request for 3-week extension to 10/23/06 approved by Board.

18054 O'Hara Circle (7k) – Request for extension to 5/1/07 approved by Board.

18037 O'Hara Circle (7l) – Maureen H. has photos. Request for 60-day extension to 11/30/06 approved by Board.

3046 O'Hara Place (7m) – From the original problems named, there are two outstanding issues: rotted soffit and carpenter bee damage. Appears that homeowner just painted over the damaged wood. The H.O. has had several opportunities to respond to the ACC through Abaris or at a Board meeting.

10826 O'Hara Circle (7n) – The homeowners, the Fulchers, attended the meeting. They used a vendor who they had seen working around the neighborhood. They received a specific contract from the "Handyman 4U". Mike W. suggests to homeowners in general, that the H.O. should always review the work of the contractor before signing off on it, to be sure it is satisfactory. The ACC always tries to explain why they think the job

is not finished or why the work did not pass inspection. The H.O. repaired screen, trim, informed Abaris. Abaris said that a re-inspection was coming.

10822 O’Hara Circle - The Fulchers have a second property (18022 O’Hara Circle), where they replaced the gutter, had the trim done and felt that they had gone beyond what was requested in the original letter. They informed Abaris that the work was done, and then get a new letter with other things listed. The H.O. would like a “base-line” letter. They received photos of problem areas, but could not identify where on their property the photo referred. They said that they did not get a plat of the property when they purchased it.

Maureen H. explains that the ACC is all volunteers and their goal is to help homeowners maintain the property. She agrees that in the future, the letters from Abaris should try to be more specific.

Ben D. suggests that if there are multiple items, or after one inspection, other items for repair are identified, that the letter from Abaris to the homeowner might say something like:

Item #1 – due by 10/31/06

Item #2 – due by 11/30/06

Followed by a letter like:

Item #1 – due by 10/31/06, extended to 12/30/06, etc.

Ben is willing to help draft a template letter.

Maureen H. explains that the ACC is not in the business of fining homeowners, or trying to “make money”. She keeps dated logs and dated photos of many properties. The committee tries to be fair, especially when they see that the homeowner is making an effort to fix. In some cases, repairs have not been done, or have not been done adequately. The ACC does not want to fine homeowners who have been making progress.

The Fulchers think they have completed all necessary work on 18022 & 18026. The ACC will reinspect. Maureen H. expressed her appreciation on behalf of the ACC for the Fulchers coming to the meeting to clear up any miscommunication. The ACC does not know who owns which property when they are making rounds. Ben D. confirms that the HOA makes every effort to treat all homeowners the same and not discriminate.

18021 O’Hara Circle (7p) – Request for extension to 12/1/06 approved by the Board.

2960 McGee Way (7q) – Request to paint the front door another color approved by Board, as long as the color is selected from the approved color scheme.

LAWN RANGER PROPOSAL FOR SNOW REMOVAL

The Lawn Ranger has submitted a proposal for snow removal in the coming winter season. The proposal has the same rates as last year (no increase). The Board unanimously accepts the proposal, noting the prompt service that Lawn Ranger gives.

LIGHTING FIXTURES

Powers Systems Electric has a proposal for two options for replacement fixtures - \$700 versus \$395. The Board agrees to go with the \$395 option.

Ben D. has a complaint about the flood lights. It’s getting darker earlier now and he would like to request the vendor who installed the flood lights come out to adjust them.

Bob M. mentions that at the last meeting, H.O. from #9 suggested adding a light pole near the mailbox on O’Hara Court. Abaris will set up a time (Tues-Weds or Fri) about 7:30pm, for vendor to come out and inspect where a new pole might go on O’Hara Court and to replace a current broken fixture with \$395 / 4-sided fixture.

TREE TRIMMING

The Board has a discussion about the proposals for tree trimming from A.W. Landscapes and Facility Service Company. The H.O. from #9 O’Hara Court had offered to obtain a proposal from a “sister company” of her employer, but she never submitted one. A general comparison of the two proposals is:

Description	A.W. Landscapes	Facility Service
Overall	\$5,745	\$10,560
Pool / remove 2 pines	\$1,250	\$1,122
McGee Way remove 2 birch	\$2,125	\$\$1402 + \$396
O’Hara Court remove 3-6 pines	\$2,450 / \$1,475	\$4,545 (remove 11 pines)
TOTAL	\$11,560 / \$9,595	\$22,365

Bob M. suggests that we really need to do tree trimming ASAP. We can hold off on removing pine trees that border O’Hara Court and back of the Olney Professional Building. Mike W. suggests that we need to clarify with AW Landscapes that their price includes cleaning up after the trimming, since their contract does not mention that, where Facility’s does.

The Board agrees to accept the proposal of A.W. Landscape, providing the price includes clean-up. Mike W. asks Michelle G. to expedite the handling.

2007 BUDGET

The Board reviews the draft Budget proposal from Abaris, which includes a 5% increase in Abaris fees, and a line item for the repayment of the \$100,000 loan for the 2005 repaving of the parking lot. Abaris included the Replacement Reserve Report by Miller Dodson Associates that the Board had commissioned in March 2003. Joannene H. is the only Board member who was also on the Board in 2003, and she suggested that the current Board members might want to have that information available. The study shows a retaining wall near 18040-48 O’Hara Circle that is in need or repair. Abaris will get a proposal for the next meeting.

The current Champlain HOA fee is \$93.50. A 10% increase, the maximum that the Board could levy without homeowner approval would bring it to \$102.85 and increase

income/reserves by \$15,932.40/year. Increasing the fee to \$100/unit/month (increase of 6.95%) would increase income/reserves by \$11,076/year. Joannene H. mentions that previous Board expected to increase fees the 10% maximum over the next couple years in order to repay the repaving loan and boost reserves.

The Board votes 3-5 in favor to increase Champlain HomeOwner Association dues only 6.95% to \$100/month/unit.

BIKE RACK

Ben D. describes where he is proposing a bike rack – which while it would be on Champlain property, would require Environ cooperation to make a change to the fencing near the pool. The Board agrees to table the proposal until spring, since nothing can be done until then anyway.

CHAMPLAIN ANNUAL MEETING

The Champain annual meeting will be Monday, December 4, 2006. There are two positions up for election (Dennis & Hudak). Each term is three years. Abaris will send out the notice and nomination form.

RESERVED PARKING

Mike W. says he is hearing more about reserved parking. He would like to follow procedure to send out a questionnaire.

NEXT MEETING

The next meeting is on Monday, November 6, 2006 **7:00 PM** at clubhouse.

Meeting adjourned 9:00 PM