

**CARPENTER VILLAGE ASSOCIATION  
BOARD OF DIRECTORS  
MEETING MINUTES**

January 20, 2017

Tom Macie called the meeting to order at 2:02 P.M at the Omega office. (Due to water damage at the clubhouse the meeting was held at the Omega office.)

Members Present: Tom Macie, Dennis Carrai and Jim Ruele

Others Present: Homeowner, Christine Firman and Jennifer Wichowski of Omega Management

**OPEN SESSION**

Christine Firman wanted to meet face to face with the Board because sometimes things get lost in translation via email. She informed the Board that she was involved with distributing the new development proposal to the neighborhood. She walked the community passing out the info and people shared their grievances with her regarding the Board. She believes the Board needs to be more diverse in order to have a better group of skill sets. There needs to be better communication and timeliness of notifying the membership of the meeting dates to the community.

**Madison Grove Townhome Association**

Barbara Churchill and Frank Young of the Madison Grove Townhome Association Board attended to discuss the Associations joining together to address an erosion issue behind 100 Landser Court with a retaining wall. Jennifer directed to contact Ward Surveying to have the property lines marked and boundaries noted. Carpenter Village board will proceed accordingly once this information is determined. Jennifer will notify everyone about the survey schedule. Jennifer will contact Barbara to let her know what the Board decided.

**Minutes:**

Tom Macie motioned to approve the meeting minutes with noted changes from November 17, 2016 and the December 1, 2016 Annual Meeting. Jim Ruele seconded the motion with changes to both minutes. They were both approved with the noted changes.

**Treasurer's Report:**

Jim Ruele reported on the Financials for December 31, 2016. Dennis Carrai motioned to accept the financials. Tom Macie seconded the motion and the Financials were accepted.

Jim presented a market analysis from 2007-2016 to show the real estate trends in Carpenter Village and local area.

**Committee Reports:**

*Architectural:* There was one (1) outstanding request for the Board to review. The homeowner at 104 Hamilton Hedge submitted a request for already painting their front porch an orange color. This request was disapproved. They must repaint their porch the original color within 60 days or submit for a new neutral color within 2 weeks.

**Management Report:**

Jennifer reported on the following:

HVAC Quote ó The Board approved Triangle Comfort's proposal for replacement of the HVAC unit and thermostat.

Townhome Alley Parking Issue ó Board discussed and requested Jennifer to get with manager of Townhome Association to determine what Townhome Board is doing to handle this.

Ivy Tree Lane Stormwater Drainage Issue ó Jennifer has discussed with the Town and it has been confirmed the issue is on the HOA's property. Jennifer has contacted a utilities company who makes these repairs to receive a quote for repairs.

Mulch and pine

straw being placed throughout the community. Plantings from 2016 special projects being installed.

Playground Boarders & Inspection ó The Board approved both the quote for replacing the rotten playground boards and a certified playground inspection of both tot lots.

Pool Electrical Bond Inspection - The Board approved the proposal by Triangle Aquatics to have the electrical and ponding around the pool inspected prior to pool season.

Insurance Claim/Clubhouse Repairs ó Jennifer had plumber and restoration company out immediately to turn off water, make plumbing repairs, and begin water extraction caused by frozen pipes. Currently working with insurance on claim. Restoration company has removed baseboard and drywall and dried out clubhouse.

### **Old Business:**

FAQ Board/HOA ó The Board has decided not to do this event at this time.

Google Fiber & AT&T ó Updates on where each was in the community and confirmation of access per Right of Entry agreements as they install their fiber.

Alley Repairs ó Jennifer has contacted the engineering firm used for the last round of alley repairs to begin the process for the next set of alley repairs. The company has changed names.

Trail Repairs ó Jennifer having vendor provide quote for all minor repairs needed to trail as routine maintenance

901 Dominion Hill Maintenance Agreement & Survey - The Board decided to allow irrigation to remain but have the attorney confirm clearly not to install anything more.

Sales Tax ó Some vendors are including new sales tax on services. The area still is evolving and grey area; however, budget includes sales tax to cover the HOA.

2017 Pool Contract ó Contract changes that were agreed to by both parties not made in new version. Renewal Date needs to be October 31<sup>st</sup> and the 30 notice to cancel needs to be added and the circular reference in (i & ii) needs to be stricken in the contract then the Board will sign.

### **New Business:**

Election of Officers: Tom Macie elected President, Dennis is Vice President and Jim is Secretary/Treasurer.

Board discussed options, steps, plan to address Board of Directors positions and transition.

The next Board of Directors meeting is scheduled for February 16, 2017 at 2:00pm.

There being no further business to discuss, Dennis Carrai motioned to adjourn the meeting. Tom Macie seconded the motion and the meeting adjourned at 4:39 PM.