

Arboretum Community Association
Homeowners Meeting
Tuesday, April 12, 2016
Arboretum Clubhouse - 7 PM

MINUTES

President Bob Hittinger (hereafter referred to as BobH) called the meeting to order at 7:00 p.m. Board members present: Bob Baginski (hereafter referred to as BobB), Jeanne Campbell, BobH, Sharon Remaly, and E Gifford Stack. Board members absent: None. Also in attendance were 12 residents.

Bob asked for any corrections or additions to the minutes of March 8, 2016. Sharon asked to amend the minutes as follows: in the ARC committee report, after the third sentence, begin a new sentence stating, "After the ARC report was completed, a Board member raised an issue about owners putting (same as existing language)..." This was accepted by the Board. E Gifford made a motion to approve the minutes as amended. It was seconded by BobB and passed unanimously.

Treasurer's Report

Tom Kehoe stated the operating fund balance at the end of March is \$43,273 and the capital fund balance is \$130,576. Expenditures the past month included a new pool exhaust fan, repair to three standing Clubhouse light poles, a reduced electric bill for the ACA street and wall lights (new, fewer bulb street light poles), wind and hail insurance, materials for the Clubhouse restroom remodeling, and materials to repair storm water drain pipes. There are no outstanding dues payments.

Committee Reports

Beautification - No report.

Social - Sharon reported the tag sale this past Saturday was really successful, raising well over \$1,000 (exact amount coming later). She thanked the committee, spouses, and non-committee members for their hard work. The next event is the Deck Party, May 21.

Clubhouse Manager - No report.

Landscaping - BobH stated there was no report, but after the meeting he opened an email from chair Jim Czekalski with the this information:

The following is a review of the landscape work completed in the last 30 days:

- pre-emergence herbicide applied to turf
- extra cleanup after wind storm
- comprehensive island weeding
- weed spraying

The following is work to be completed in the next 30 days:

- *apply a product called snapshot to the islands to cut down on weeds*
- *flower pots at clubhouse will receive summer plantings*
- *work on vines in all common areas of the Arboretum*
- *some azaleas will be hand pruned*
- *remove any shrubs that did not make it through the winter*

Continue to perform general lawn maintenance.

Building and Grounds - Sharon thanked the personnel involved in retiling the men's and ladies' restrooms in the Clubhouse. Jack Cowling, John Burghoffer, his son John, Jr, and E Gifford were given kudos for their dedication and volunteerism resulting in some beautiful new flooring. Chair Jack Cowling mentioned there is still new painting to be done to complete the remodeling. He reviewed other committee actions this past month: storm water drain repair on Snapdragon Ct; replacement of the pool basketball hoop; and tree trimming around Clubhouse roof. There will be an ACA common property tree trimming effort Thursday, April 14.

Caswell Beach Liaison - Marti Hardy said things are fairly quiet this month. The Town Hall will be painted the same color as the new public services facility. The town has agreed to a request from the Oak Island Beach Villas that the town remove abandoned canopies and chairs left on the beach overnight within the confines of the OIBV. The DOT will replace the crosswalk on the new paving, but to the east of the old location.

(Bob Ahlers interrupted the committee reports to mention two solicitors were in the Arboretum earlier in the day. The police were notified and one individual was found to have an outstanding warrant. Bob urged all residents to be vigilant. If someone comes to a homeowner's door, tell them nicely to please leave the community, then call the police.)

Reservations - BobH said according to Bo Plant there is one paid reservation for April.

Architectural Review - Chair Frank Sansone reported one closed case involving approval for a tree removal at Walter Schneider's property. Open cases include: repair to curbing in front of the Martyn Clarke property; and new steps in front of the Donovan porch. New cases include an outside shower at the Drum residence; a fence on the Berry lot; and deck revision at the Greens. Frank read from the permit the ACA has from the state on stormwater runoff. It refers to what constitutes impervious (will not allow water to go into the soil) surfaces. Each ACA homeowner is allowed 4,871 square feet of impervious surface on their built-upon area. This includes roof structures, asphalt, concrete, gravel, brick, stone, slate, and coquina. Frank said the ARC is attempting to convey this information on all projects. Further, it will be the homeowner's responsibility to determine the impervious area when requesting approval of a project. Bob Ahlers suggested Frank get more information regarding gravel as there is a difference between gravel that is driven upon, versus gravel used for decorative uses.

Marti Hardy asked if the Board has done anything regarding the issue raised at our last meeting on stakes in owners' yard to discourage vehicle passage/parking. BobH stated the Board decided to do nothing for now, although it was noted that the Board requests homeowners to continue to comply with our Restrictive Covenants, Bylaws, and Caswell Beach ordinances. BobB outlined the following facts and points related to the subject: The ACA owns a 45-50 feet width of the property encompassing our Arboretum roads; for discussion purposes, the roads are generally centered within that width (for example, Flowering Bridge Path is approximately 25 feet wide, meaning the Arboretum owns approximately 10 to 12 feet on each side of FBP). To help assess the relative matter of posts, Bob observed that there are currently over 100 personal items/installations on ACA property, including approximately 20 to 25 that are more substantial than posts, such as walls, fences, landscaping stone, a bridge, and poles. BobB encouraged homeowners to pass through the streets and closely observe all items within 10 to 12 feet from the roads' borders. The Board had requested input from the ARC and reviewed the matter thoroughly. Given the history, precedents, and practicality, the lack of pertinent statutes and covenants, and to apply common sense, the Board adopted the position regarding such personal items/installations that all residents should just be reasonable, safe, courteous, and use common sense.

Caswell Beach Plantation - BobH read a report from Frank Bausch (attached) indicating suspected intrusions into CBP property have come to an end. Also, the Caswell Dunes HOA clearing underbrush adjoining CBP property has also apparently concluded.

Pool and Spa - No report.

Security - BobH reported everything is going well. We've added a seventh camera which is located on the back deck.

Sunshine - No report.

Energy Committee - Jack Drum reported he secured a second quote for insulating the ceiling above the pool and Clubhouse. The quote of \$1,921 was less than another companies' quote of \$2,520. The quote for the new pool room heater is \$10,632. Jack also mentioned Jerry Johnson was able to track down the window manufacturer of our pool windows. The company will replace the glass, which is under warranty, on the defective windows and one door at no cost. The ACA would need to hire a company to install the new glass. It is estimated the total installation cost would not exceed \$500.

Old Business

Sharon reported that she and Kathie Lubsen secured a new company for ACA insurance, covering general liability, property damage, and directors and officers insurance. The new firm costs run approximately \$1,000 less than our previous insurance providers. She wanted all residents to be aware that insurers are now requiring HOAs request certificates of insurance from all companies doing business with the HOA. This means providing proof of liability and workers' comp. She asked that anyone hiring a firm to

perform ACA work please secure the proof of insurance before signing a contract. Kathie Lubsen also requested that for the larger firms/contracts, the ACA be added as an additional insured.

New Business

BobH indicated the Board needed to vote on the Energy Committee recommendations. Jeanne moved that the Board accept the recommendations provided by the Energy Committee at a joint meeting on April 4, 2016. Specifically, the Arboretum HOA will purchase a new pool room heater for \$10,632, install ceiling insulation above the Clubhouse and pool room for a cost of approximately \$2,000, and hire a firm to replace damaged windows (and one door) at a cost expected not to exceed \$500 (damaged window panes are still under warranty, but installation is the responsibility of the ACA). BobB seconded the motion. E Gifford thanked the Energy Committee for their comprehensive work on these three remaining items. He gave particular kudos to Jerry Johnson for his detective work on tracking down the pool room window manufacturer. This effort likely saved the ACA thousands of dollars. Sharon also added thanks to the committee, chaired by Ann-Pham Baginski, for their work on the pump room. The motion passed unanimously. Jack indicated the committee is still looking into solar to heat the pool water. They expect to report on this possibility in 2017.

BobH introduced Chip Baker, a recently retired general surgeon, who moved here from Roanoke. He lives at 698 Alyssum.

Resident Comments and Questions

Mary Bausch urged the ACA to refrain from adding any more pine straw to the islands as it causes numerous water and air problems. It was suggested she coordinate this concern with the Beautification and Landscape committees.

Adjournment - At 8:21 p.m., E Gifford made a motion to adjourn. It was seconded by Sharon and passed unanimously.

The next ACA homeowners meeting is 7 p.m., Tuesday, May 10, 2016, at the ACA Clubhouse.

(Respectfully submitted by E. Gifford Stack, Secretary, ACA BOD)

Caswell Beach Plantation (CBP)

The events of the past couple of months involving suspected intrusions into CBP property have come to an end. The efforts to define the property boundaries using the Brusnco GIS system seem to be accepted by all the warring parties and I expect no further problems will occur in respect to this aspect of the problem.

Concurrently, the Caswell Dunes HOA clearing of the underbrush from their property which adjoins the CBP has also apparently concluded and with it all the calls I got asking me to do something.

And while not exactly a piece of DBP business, a Conservation Group has been formed which includes personages from the various communities. The Arboretum is represented by Russ Barlowe and Mary Bausch. The group has already has a representative from the Coastal Confederation visit and look at the CBP properties and make recommendations as to best practices for its preservation.

