

**Arboretum Community Association  
Homeowners Meeting, Arboretum Clubhouse  
Tuesday, December 13, 2022**

**MINUTES**

The meeting was called to order at 7:00 p.m. by President Gretchen Koch. Board members present: Gretchen Koch, Kathleen Berry, Jerry Johnson, Mike Gray (called in), and Ed Walenciak. Eight residents were in attendance.

**APPROVAL OF MINUTES:** A motion to approve the Homeowners Meeting Minutes of October 11, 2022 was made by Kathleen Berry, seconded by Ed Walenciak, and passed unanimously.

**TREASURER'S REPORT:** Kathleen Berry reported the November 30, 2022 operating and capital account balances as follows:

1. Capital Reserve Budget  
Spend during Nov: \$23462 (remaining due for tennis courts)  
YTD spend: \$95365  
Major items this year: Clubhouse Deck, Tennis Courts Resurfacing  
Total on-hand Reserve: \$166306
2. Operating Expense Budget  
Planned budget: \$95100  
Spend through end of November: \$84000  
Remaining Balance: \$11,100
3. Additional Updates:
  - Reimbursement process sent to committee chairs. Reimbursement checks will now, in most instances, come via US Postal.
  - We are on-target to send out January 2023 Dues invoices via email. US Postal Mail will no longer be used for bi-annual dues invoicing (cost saving measure). These invoices are to be printed by the recipient and sent with checks delivered to Arboretum, 122 Flowering Bridge Path, Caswell Beach 28465

**COMMITTEE REPORTS:**

**Caswell Beach Liaison:** Marty Clarke not in attendance, but Gretchen Koch provided details:

1. Caswell Beach Fire Dept is sponsoring two families and three seniors. Donations can be made at town hall.
2. Pond dredging – Arboretum responded to NC Water Quality organization. Our contractor Ben Brinks has responded to questions, and Caswell Beach has provided input.

**Building & Grounds:** Mike Heilman reported that he and his crew of volunteers completed several projects in the last two months (Oct-Nov):

- Oct 15 – repaired the corner sprinkler on the Ader lot that got cut during the install of the irrigation line for the NW Mimosa wall. Bob Ahler
- Oct 19 – cleaned the waterfall basin and pump filter basket.

Oct 20 – Repaired and reprogrammed the irrigation controller at the entrance. Replaced two defective sprinkler heads at the front entrance.

Oct 25 – Picked up the tennis gate from Brunswick Fence. Made several modifications to get the new gate mounted and all the brackets installed. Jack

Oct 26 – replaced two drip heads on island 2.

Coordinated with our All About Ponds to get the two fountains removed and put on shore with the electrical wire in preparation for the pond dredging.

Oct 27 – located the buried water pipe on the eyebrow off Alyssum. Dug it up and put an irrigation box around it so we can now get access to it and provide water to any beautification projects on the eyebrow.

Removed the input piping for the waterfall in preparation for the pond dredging. Jack

Worked with the town public works folks to get their help lifting the shattered restrictor cross beam off the post and set on the ground. I was concerned about the safety of having that hazard where pedestrian traffic passed close by. Cut apart all the loose pieces and stacked it up in preparation for disposal.

Nov 13 – cleaned the clubhouse gutters and blew off the debris.

Nov 17 – repaired the Palmetto street sign that looked to be vandalized. Jack

Nov 18 – Trimmed the hedges along the back side of the deck to cut it away from deck rails and seats for painting. Removed all tables, umbrellas, and chairs for staining.

Nov 20 – Found an irrigation line by the tennis courts that was snapped off and repaired it.

Power washed the four tables from the deck. Joe B, Rob S.

Nov 23 – Removed all the tape and put the tables, chairs, and umbrellas back on the deck. Joe B, Rob S, Mike

Nov 28 - cut up and removed the tree limb hit by an Estes truck that should not have been in the neighborhood. Also put the waterfall input pipe back in the pond and raised the weir.

Repaired about 25-30 heads on various islands.

Low Voltage lighting – Attempts were made to find a break in the wiring that would explain the outage with no success. A total rewiring project needs to be tackled if we wish to revive the lighting around the clubhouse.

Ponds – we installed the waterfall input and if we should put the fountains back if it's gonna be more than a few weeks, because they provide critical aeration to keep the pond algae at bay.

Additional note: Related to damage of Palmetto Drive sign on Nov 17 – The vendor we used for the existing street signs is no longer in business. A new vendor will need to be found if a sign is damaged and cannot be repaired.

**Beautification:** No report was provided.

**Landscaping:** Joe Berry reported that the Mowin contract is being renewed.

**Clubhouse:** No report was provided.

**Pool & Spa:** Doug Samuel reported that the pool resurfacing was completed. The cost was \$1000, the contractor has not been paid yet.

**Reservations:** No report was provided.

**Security:** George Czerw reported the security system is fine. The defibrillator at the clubhouse has been discontinued by the vendor, Stryker, and Stryker has also discontinued parts for the defibrillator (pads and batteries). Stryker is rethinking their position on parts due to customer response. The parts we have are reaching end of life (Kid's pads on Dec 25, adult pads and batteries in July 2023). The company lead time for ordering parts is 55 months, so the Board approved placing an order, to get in the queue. Current unit was purchased in 2017 for \$2000. If getting new unit, we may want a different vendor due to Stryker customer service with parts.

**Architectural Review:** Peter Koch reported that two projects were approved

**Caswell Plantation:** Jerry Johnson reported that the plantation formed a committee to determine ways to combat invasive plants in the maritime forest. Marty Hardy is our representative.

**Social Committee:** Megan Heilman reported the following:

1. There were 60 attendees at the holiday party.
2. Wreath takedown is planned for January 7<sup>th</sup>.
3. Next meeting of the Social Committee will be January 9<sup>th</sup>.
4. For 2023, the Social Committee is planning a "Tag"/Yard sale in April.

**Welcome Committee:** Cathy Hahn not present, but reported that two families have been welcomed on Flowering Bridge, Heaton-Hunt and Bowman.

#### **OLD BUSINESS:**

**Clubhouse** – Still trying to get vendors to provide estimate to repair rotted wood. Jack Cowling has recommended a contractor they have used, Tim Cost. Plan is to have him provide an estimate, but he may not be available to do the work for a few months.

**Restrictor** - Mike Heilman, Jack Cowling, and ACA board got together with the Paculas, who will be doing replacement of the restrictor. Payment from Arboretum's insurance company, \$12,695, is sufficient to do work, estimated at \$10,808. Replacement restrictor will have 8 inch round metal columns. Insurance company is working to get reimbursement from person who hit the restrictor. U-Haul insurance only covers their vehicle.

#### **NEW BUSINESS:**

No new business to report.

#### **Q & A:**

No questions were asked.

**MOTION TO ADJOURN:** A motion to adjourn was made, seconded, and approved.