

**Arboretum Community Association
Homeowners Meeting, Arboretum Clubhouse
Tuesday, July 11, 2023**

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, and Ed Walenciak. 14 residents were in attendance.

APPROVAL OF MINUTES: A motion to approve the Homeowners Meeting Minutes of June 13th was made and passed.

TREASURER'S REPORT: Kathleen Berry reported the following:

Cash on hand: \$228,384

Capital Reserves

- Reminder our planned spend in 2023 (per approved Capital Budget): \$23,383K
- Capital spend in June \$8000 (Clubhouse painting).
- Capital Spend to date: \$13,382

Operating Expenses

- Total expense budget for 2023: \$100,750
- Spend in May: \$4,965
- Spend to date: \$73,749

News:

- Semi-annual dues collection - July invoices were emailed out June 26th.

A motion to approve the Treasurer's report was made, seconded, and passed unanimously.

The Arboretum will be paying bills through our Truist account instead of QuickBooks to eliminate check fee charged by QuickBooks for each payment. We will also be trying Zelle payment service that is supported by Truist. Zelle charges a fee for incoming payments, so will not be using that part of the service for dues collection at this time.

COMMITTEE REPORTS:

Caswell Beach Liaison: Marty Clarke reported three town commissioner seats will be up for election this year. Current commissioner Dan O'Neill is not planning to run again. Marty and commissioner Ken Hudson will be running for reelection.

The town is in great financial shape, due to a number of grants it sought out and received, that increased funding.

Marty noted that the new pedestrian crossing area signs with lights, at the crosswalk to the Joe Obrien pathway to the beach, were installed and the in-road pedestrian crossing sign has been reinstalled. The lights are not very visible in daylight, so Marty is planning on asking if they can be brighter.

Building & Grounds: Mike Heilman reported:

- Repaired a leak in pipes at the well pump at the pond
- Filed a problem report with BEMC phone helpline for the street light pole on Narcissus that was broken. They responded quickly. Also reported to BEMC that a number of street lights are strobing at dusk.
- Some of the plants that were removed from the pond and placed in islands did not survive the transplant, so were removed.
- Wall lights at Narcissus and were replaced by BEMC, but we had not received notice that the work was performed. They still seem too bright, so plan to contact BEMC to see if they can be adjusted.

Beautification: No report

Landscaping: Joe Berry reported that Mowin landscaping trimmed the clubhouse shrubs, and did some weed control at the bridge. Marty Clarke noted that some of the islands looked like they needed weed treatment. Joe will survey the islands and notify Mowin.

Clubhouse: Sandy Berry reported:

- The pest control company has applied a bug treatment. If anyone notices a problem with live insects inside the clubhouse, they should let Sandy know.
- Sandy reorganized the bulletin board to provide more space for notices
- It was noted that two deck chairs were found to be broken after the past weekend's use of the clubhouse

Pool & Spa: Doug Samuel reported:

- Doug had a meeting with the state inspector and his supervisor. They are okay with our pool contractor providing drawings to show changes to the spa water flow that we plan to do to meet state requirements to reopen the spa. The inspector has worked with the pool contractor before, so engineering drawings will not be required. Doug is having the pool company do the drawings, at a cost of \$300.
- The planned updates to the spa water flow to meet state safety requirements have been detailed previously and were approved at the April 2023 homeowners meeting. The cost will be \$1700. (See the February 2023 minutes for details on the changes to the spa pumps: <https://arboretumhoa.org/wp-content/uploads/2023/02/ACA-Homeowners-Meeting-Minutes-2-14-2023.pdf>).
- There was a propane leak at a fitting on the heater above the pool. It was fixed that day by the company that maintains the propane heater.

Reservations: Jan Sharber

There will be a gator talk at the clubhouse on Tuesday July 18th, at 6:30 PM.

Security: George Czerw

George reported that everything is fine except for one clubhouse camera that is having a power problem.

Architectural Review: Peter Koch reported that approval was given for a door painting and for two trees to be cut down.

Caswell Plantation: Jerry Johnson

The board of directors for the maritime forest rejected any trimming of the forest to increase the golf cart parking in our parking area.

Gretchen reported that residents had done surveys of golf cart parking since the last meeting. 24 times were surveyed and only 4 times had more than 15 carts parked. 23 carts were the high point, on the 4th of July. Since we will not be able to trim the maritime forest and parking is not a constant ongoing problem, there doesn't appear to be a need to come up with any alternatives for the current parking.

It was noted that the "No Parking" signs at the end of the golf cart parking area apply to cars, not carts. That parking area is available to be used for golf carts.

Social Committee: Megan Heilman reported

- Ocean Green hosted the Fourth of July golf cart parade this year, on July 3rd. 33 carts were in the parade and a number of bikes. The Arboretum will be hosting the golf cart parade next year.
- A beach music party was held on June 28th, and was well attended.
- The "See you in September" party at the clubhouse will be held September 16th, from 5-7. Attendees will bring hors d'oeuvres.

Welcome Committee: Cathy Hahn reported that she attempted to welcome the new neighbors, the Twittys, and will do so when they are back in town.

OLD BUSINESS:

Pond Dredging update – The Paculas who will be the contractors for the dam/pond work and their subcontractor Jeffery Stein had a question on whether a silt fence is required for the work being done. Eliminating a silt fence would reduce the estimate to do the work. Gretchen spoke with the Army Corp of Engineers contact Gary Beecher, and he said the silt fence isn't required. Denise Pacula will be contacting Beecher so that they get that information from him.

A recap of the dam design and pond work was discussed, due to questions from attendees. The dam will be replaced with one that has a valve near the bottom, allowing the pond level to be reduced before expected storms. The top of the new dam will be at the current pond level (i.e., the existing dam with the gate open). The pond will not be dredged too much, to reduce the risk of puncturing the clay ground lining that keeps water in the pond. There have been incidents in other ponds in the area where the clay was punctured and ponds drained. Work on the forebay is not being done because it is on golf course property and they did not agree with removing the plants in the forebay. Any work on the forebay would grow back within a month. The culvert will be cleaned out to increase the flow of water.

Still waiting on the estimate from the Paculas and Stein.

Wall Lights update

Covered earlier in the Building and Grounds discussion.

Bridge painting and beam repair – Work is planned to sand and repaint the bridge. The main beams are also in need of repair or replacement. Still waiting on estimates from two potential contractors.

Nominations for the 2024 Board

Two positions are up for election for the next board, and at least three names are desired. Gretchen will be running again, but Mike Gray has not been received anyone else's name yet.

Golf Cart Parking

Discussed earlier during the Caswell Plantation report.

NEW BUSINESS:

No new business was brought up.

MOTION TO ADJOURN: A motion to adjourn was made and approved. Meeting adjourned at 7:50.

Next homeowners meeting will be Tuesday August 8th, 2023.