

**Arboretum Community Association  
Homeowners Meeting, Arboretum Clubhouse  
Tuesday, December 12, 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. 13 residents were in attendance.

**APPROVAL OF MINUTES:** A motion to approve the Homeowners Meeting Minutes of October 10th was made and passed.

**TREASURER'S REPORT:** Kathleen Berry reported the following:

Capital Reserves

- No capital spend in November
- Capital Spend to date: \$13,682
- \$214,073.72 balance
- Continuing to receive 5% APY interest on capital reserves account

Operating Expenses

- Total expense budget for 2023: \$100,750
- Total spend as of November 30: \$104,232
  - 103% of operating budget. Slightly over budget - not unexpected due to rising costs in 2023. Overage is absorbable.

2024 Dues Collection: January invoices will be emailed this Friday, December 15th

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

**COMMITTEE REPORTS:**

**Caswell Beach Liaison:** Marty Clarke reported:

- The town will be receiving a \$2 million dollar grant from the state of NC. Money will be spent on a number of town projects involving property acquisition and infrastructure. There will be an extension built onto the fire department to house equipment, and a new town meeting hall.
- Caswell Beach will be holding a community dinner after the Board of Commissioners meeting on December 14<sup>th</sup>.

**Building & Grounds:** Mike Heilman reported:

- Held the neighborhood clean-up prior to the town leaf and limb pickup.
- Repaired drip lines and tees that were damaged, possibly by lawn care people doing trimming (island #16, #27, #4, #3, #18). Lowered the tee's on multiple islands to help prevent Mowin and others from stepping on them and breaking the fittings.
- Working on repairing or replacing all the broken or damaged stop signs in the neighborhood:
  - Replaced the stop sign at Wisteria with a spare I found in the lean-to.

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- Replaced the post on stop sign at Palmetto and Flowering Bridge.
- Replaced the post and stop sign at Palmetto and Alyssum.
- Repaired and reattached the stop sign at Mimosa.
- There are no more spare stop signs so will order a couple more to have spares on hand.
- Worked with Capital Tree service to get tree at the pond taken down and cleaned up and get the stump removed on the eyebrow.
- Painted the left hand bumper on the service road to match the right side. Jan Sharber helped.
- Relocated the two underground water lines by the restrictors in preparation for adding sprinklers to water the new sod.
- Turned all the sprinkler city water systems off for the winter. Verified the wells all have heat lamps installed and working.

**Beautification:** Pat Conklin sent a report that they will revisit the pond when work on the pond dredging and dam has been completed.

**Landscaping:** When the bridge is being repaired (see bridge work details later), the service road will be the only access to the community. Joe Berry reported that we will have Mowin take 1/3 off of the height of shrubs on the service road to improve visibility.

**Clubhouse:** Sandy Berry reported: Bells did a checkup of the clubhouse systems. Everything looked good. A new vacuum cleaner was purchased for the clubhouse and works great. Cleggs will be coming to do pest treatment.

**Pool & Spa:** Doug Samuel reported that he is looking at plans for the spa closure with the pool contractor. Plan is to fill the spa with stone and a layer of cement to be level with the pool deck. The pumps will be removed and electrical connections capped off. Marty Clarke volunteered to put the pumps on Facebook Market Place to see if they can be sold.

**Reservations:** No report.

**Security:** George Czerw reported that there are no problems.

**Architectural Review:** Peter Koch reported that approvals were given for 5 tree removals, painting of a fascia, and a porch railing. The ARC approved 40 projects this year, so far. The ACA will be replacing three trees that were removed this year.

**Caswell Plantation:** Dan Donovan reported the annual dues to the plantation will increase from \$325 to \$555 due to liability insurance. The plantation is spending \$80 for signs around the protected areas and the trial areas for eradication of non-native plants.

The committee that is investigating the eradication of non-native plants in the maritime reserve will be reporting in January. Eradication is expected to be expensive. Non-native plants have been growing for a long time.

**Social Committee:**

- Megan and Mike Heilman have a new grandson. Thanks to Sharon for running the holiday party in Megan's absence.
- Clubhouse undecorating and wreath take down will be January 6, 2024

**Welcome Committee:** Cathy Hahn reported there are no new residents. Jack and Jeanne's house will be closing soon, so new residents will be welcomed.

**OLD BUSINESS:**

**Pond Dredging update** – Gretchen Koch reported:

The pond contractor, Shapemasters, is doing a great job on the pond. Rip-rap had been installed around the drain pipe and waterfall, but was removed to repair erosion that had taken place. A liner was placed on the soil under that rip-rap to prevent future erosion in that area. Rip-rap has been installed around the perimeter of the pond to prevent erosion. That rip-rap will go from one foot above water level to one foot below. The dam is still being produced. There was a holdup on the valve in the dam and the target is now mid January.

**Bridge beam repair** – Gretchen Koch reported:

Board reviewed two proposals and have selected McPherson Marine to do the work. Cost will be \$22,800, and we are budgeting \$27K to include contingency funds. Budget will come from capital reserves, so there is no need for a special assessment. McPherson is a local Southport company, and is recommended by Craig Moore. We will need a separate painter, as McPherson will not do painting. The new beams will be pressure treated wood, and we will wait 6-9 months before painting. McPherson will also look at bridge decking where some boards may need replacement.

Motion was made to contract McPherson to do the work, seconded, and approved.

**Wall Lights update** – Gretchen Koch reported:

After discussion with BEMC we will be eliminating all wall lights to fix the brightness problem, while relocating some pole lights and getting four new pole lights, to maintain illumination at the intersections. This will reduce our annual electrical costs by \$4200 per year. BEMC will start the work by verifying with us the plan for relocating/new poles that was made in last month's visit. There will be no cost for removing the wall lights, relocating pole lights, or installation of the new lights.

Motion to allow BEMC to come into the neighborhood to start work was made, seconded, and approved.

**NEW BUSINESS:**

- Marty Clarke brought up that the island on Snap Dragon is covered with weeds. Joe Berry will have landscaping look at it and make it a priority, since the landscaping contract includes weed treatment.
- Dan Donovan asked if there are any plans to look at removing the large pine trees in the islands that could pose a risk if a storm hits. Gretchen said the board will look into it. Marty Clarke asked if we can look at a leaning tree on private property that may be at risk of falling, at the beginning of Snapdragon. Peter Koch (ARC) said they had looked at trees in the neighborhood, including on that lot, with the NC Conservation group (Mr. Wood) earlier this year. Mr. Wood did not see any problem trees.

**MOTION TO ADJOURN:** A motion to adjourn was made and approved at 7:45.

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Next homeowners meeting will be Tuesday January 9th, 2024.