

## **RIVERVIEW ESTATES HOA BoD – Minutes of November 3, 2016 Meeting**

Meeting was called to order at 7:05 PM. In attendance: Directors Steve Halstead, Stephen Swierczek, Joseph Yili, & Niles Putnam, and Joanne Sharpe, Treasurer. Absent: Steve Chantry (excused due to work issues)

Item #1 - Joanne Sharpe, Treasurer, reported that the HOA has \$4,162.71 in our checking account and \$32,517.85 in our reserve fund account as of the end of October business. Delinquent dues are \$11,320.51 with eleven (11) liens on file. Three (3) members owe only 2016 dues + late fee. Two of the 11 properties have been foreclosed on and there is one personal bankruptcy in progress. The HOA is very close to being on target for the annual budget considering expected expenditures for the remainder of the year.

#2 LAWYER CHANGE – Since Adam Gerber has left the practice of Hudson, Jones, Jaywork & Fisher, LLC, we need new representation. Mrs. Sharpe indicated she was not overly pleased with the services we have from this firm over the past few years. She has done some research and will get references for another law firm which handles real estate and HOA matters. She will advise as to her suggestion and the Board will make a decision before December 1. The above issues relating to foreclosures, etc. must be dealt with in concert with legal help so the timing is important.

#3 Delinquent dues case – (this cannot be posted due to confidentiality issues)

#4 - CLEAN-UP DAY - Mr. Putnam will be on assignment for several days but he and Mr. Halstead will try to do cleanup that is necessary before next spring. Keeping the pathway around the woods clear and taking care of the entryway will be included in our solicitation for lawn care in 2017. The new solicitation needs to go out in February so that we have services by April 15.

#5 - ENTRYWAY SIGN - Mr. Yili, Mr. Swierczek and Mr. Halstead met with one sign company representative and got some new proposals for the signs at the Lorraine Dr. entryway. We are awaiting estimated costs. At this point it looks like the signs will cost \$2,000 - \$3,000. It is hoped that we can complete the upgrade this fall. Mr. Halstead obtained new batteries for the solar powered LED lights to illuminate the signs.

#6 - PAVILION LIGHTING - Mr. Halstead asked three (3) electrical companies for bids and the low bid was \$2,400. This was for a pole only 20 feet long and other bidders suggested a 30 foot pole so a new estimate is being requested from the low bidder. The goal is to have the light installed before it gets dark in the mornings when children are waiting for the school bus. The motion detector light on the pavilion is operational.

#7 - Annual dues will be \$160 again in 2017.

#8 - STORMWATER PROGRAM PETITION - It was decided that we should add an additional item to petition asking for approval to change requirements for changing Declarations from 3/4 of members to a super-majority vote of 60%. There was insufficient time to discuss how to collect petition signatures.

#9 - SNOW REMOVAL CONTRACT REVISION – At the request of our contractor, Mr. Halstead will alter the snow removal contract to clarify language giving guidance as to when to begin plowing. The contract will also make it clear that roads are to be cleared for 2-way traffic.

#10 - LAWN CONTRACT - Our contractor has declined to renew the existing contract. (See above) We also need to make revisions based on the Storm-water Maintenance guidelines.

#11 - Legal issues – Foreclosures of 285 Marcel (pending tree removal), 92 Sandra and 205 Sandra; 82 Lorraine Dr. status after Sheriff's sale; bankruptcy 255 Lorraine Dr. all pending legal representation.

#12 - We will try to schedule a full HOA meeting in January at the Frederica Senior Center with emphasis on the Storm-water/Change request petition. It is hoped we can get the Kent County Crime Watch people to come and do a presentation at that meeting also.

Meeting was adjourned at approximately 8:45PM.

Minutes compiled and recorded by Steve Halstead

– Item #3 has been eliminated from the posted copy due to procedural confidentiality.