

## BOARD/GENERAL MEETING MINUTES

October 8, 2018  
1995 Barley Road

### ATTENDANCE

#### BOARD OF DIRECTORS:

Michele Carroll  
Melissa Clark  
Charles Lawson  
Chuck Retaliata

#### OFFICERS:

Michele Carroll, president  
Charles Lawson, vice president  
Donna Chaney, secretary

#### MEMBERS:

Andrea Kowaleski

### BOARD MEETING

#### 1. Tennis and basketball courts

- The HFCA is planning on repairing, resealing, and repainting the basketball and tennis courts. Two quotes have been received from companies who have previously been used in the past – Sports Systems and American Tennis Courts. Following are the details of the two proposals:
  - Sports Systems:
    - Basketball court only - \$7,900
    - Tennis court only - \$9,900
    - Both courts with painting, sealant, and crack repair - \$17,260
  - American Tennis Courts:
    - Both courts with Armor crack repair and two coats of color - \$15,740
    - Both courts with basic crack repair and two coats of color - \$11,945
    - Both courts with crack fill and color sealant on patched areas - \$4,995
- Both companies have recommended that the work be done when the temperature is not too hot or cold. The board would to sign a contract for this work now to lock in the price, even though the work may not be done until next year.
- **ACTION:** The board voted to approve spending up to \$17,260 to contract with Sports Systems for repairing, resealing, and repainting the basketball and tennis courts. It was felt that this was the most comprehensive quote for the repair and repainting that would be needed.

## 2. Storage shed

- The board obtained a quote from Rockland Woodworks for the shed (in a light shade, either gray or tan). Following are the details:
  - 6x8 light gray shed with a charcoal roof, with a single door (no windows)
  - T111 lumber construction
  - Total cost of \$1,425, which includes delivery and installation
- The shed would be installed against the tennis courts at the playground area and would be used to store HFCA equipment.
- **ACTION:** The board voted to approve spending up to \$1,600 for the purchase and installation of a shed from Rockland Woodworks (a buffer was included to cover the cost of any incidentals, such as gravel or other materials). The purchase and installation is also contingent on the approval of the Architectural Review Committee.

## 3. Fencing around the storage shed

- Two quotes were received for 8'-high chain-link fencing around the new shed (three sides, since the shed would be installed against the tennis court fence, which would serve as the fourth side):
  - Long Fence: \$2,808
  - Rustic Fence: \$2,950
- **ACTION:** The board voted to approve spending up to \$3,000 for the purchase and installation of a fence from either Long Fence or Rustic Fence, depending on whether either company includes concrete footers and the correct gate. The purchase and installation is also contingent on the approval of the Architectural Review Committee.

## 4. Gazebo

- The board discussed options for refurbishing the gazebo at the pond, including cleaning and staining the gazebo and installing new bench boards. A quote has been received for this work but not for the roof, which has holes in it and would need interior repair. The possibility of installing solar, motion-activated lights in the ceiling of the gazebo was also discussed.
- Updated pricing for the gazebo repair/upgrade and lighting will be requested so it can be voted on at a future meeting.

## 5. HOA dues and 2019 budget

- The board discussed preliminary options to consider using BB&T to process the annual dues, beginning in 2019. The board also discussed preliminary options for the 2019 budget, including the possibility of a multi-year projection for potential capital expenses.

6. Action items

- Chuck Retaliata will submit an architectural request for the shed and fence
- Michele Carroll will contact Sports Systems and authorize them to proceed with the resurfacing and repainting of the tennis and basketball courts

7. A general meeting is scheduled for Wednesday, November 7 to vote on the proposed new declarations.

8. Motion to adjourn the meeting

**BOARD ACTIONS**

ITEM	Board Member	For	Against	Abstain	Absent
Approve spending up to \$1,600 for the purchase and installation of a shed from Rockland Woodworks using funds in the capital projects budget line item, contingent upon approval from the Architectural Review Committee.  Motion: Charles Lawson Second: Chuck Retaliata	Michele Carroll	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Melissa Clark	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Charles Lawson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Chuck Retaliata	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Scott Walthour	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>VOTE RESULT</b>	<b>PASS</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>1</b>

ITEM	Board Member	For	Against	Abstain	Absent
Approve spending up to \$3,000 for the purchase of a fence from either Rustic Fence, if their price includes concrete footings, or Long Fence. Either purchase would use funds in the capital projects budget line item, contingent upon approval from the Architectural Review Committee.  Motion: Melissa Clark Second: Chuck Retaliata	Michele Carroll	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Melissa Clark	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Charles Lawson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Chuck Retaliata	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Scott Walthour	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>VOTE RESULT</b>	<b>PASS</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>1</b>

ITEM	Board Member	For	Against	Abstain	Absent
Approve \$17,260 for resurfacing and repainting the tennis and basketball courts, with Crack Repair, from Sports Systems, using funds in the capital projects budget line item  Motion: Melissa Clark Second: Charles Lawson	Michele Carroll	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Melissa Clark	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Charles Lawson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Chuck Retaliata	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Scott Walthour	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>VOTE RESULT</b>	<b>PASS</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>1</b>