

1. Mr. David West convened the Tabb Lakes Homes Association monthly Board of Directors (BOD) meeting at 7 pm, December 16, 2008 in the Tabb Library meeting room,

Personnel in attendance were:

President: Dave West

Vice President: absent due to family emergency

Secretary: Ellis Sharadin

Member at Large: Ron Maddox

Architectural Review Committee: absent on vacation

Committee: Bob Spell and Dan Harrington

Website Manager: Clint Flanagan

Newsletter: Shirley Flanagan

Welcoming Committee: absent

Stormwater/CERT Team: Lou Lafrenaye

Treasurer: Charles Rossi

Lee Property Management: absent (excused in Dec and Feb, by agreement)

2. Mr. West welcomed everyone to the meeting and reintroduced himself to the members present. The BOD then approved the minutes of the November BOD Meeting.

3. Discussion continued on to Homeowner's Issues. In particular, Dave West introduced an email from a Bobby Baldwin that raised a number of issues concerning Neighborhood of the Year Awards. After some discussion, the BOD concluded this was not from a resident and was, in fact, addressed to all homeowner associations and officials. Secretary agreed to contact Mr. Baldwin to see if there was some particular issue that he wished to address concerning .

4. Committee Reports:

a. Activities and Architectural Review committees – no report

b. Grounds Maintenance – no chair at present. Contract with Scottie's Lawn Service is pending and requires BOD approval. However, Dave West unable to find a copy of the contract, and he agreed to contact former Ass'n President, Dave Otto, for a copy. Item is tabled until the next BOD meeting.

c.

5. Bob Spell then introduced Mr. Kevin Tucker, head of VA Lakes Management, who then proceeded to brief the BOD on the services his company provides to .

a. Background: VLM began working on for TLHA on an adhoc basis in 1998, but went to a yearly contract in/about 2001. VLM has 2 main responsibilities: control algae growth and stop the growth of aquatic vegetation in the Lakes. On an as-needed basis, VLM also repairs and maintains our fountains if/when they break down.

b. Discussion: Mr. Tucker explained that the air bubbler system approved by a former BOD has been extremely successful in keeping the

lakes aerated and minimizing algae growth. He explained that the bubbles cause colder water from the lake bottom to rise to the surface, where it becomes oxygenated, and then – because it is still colder than surface water - it sinks, carrying oxygen to the bottom, where it assists in decomposing nutrients and vegetable matter such as dead leaves. At certain times of year, such as spring, algae grows so quickly that VLM supplements the lakes with algaecide to stop algae growth and this has been very successful. In fact, our success with the bubbler systems has enabled the Association to level off VLM contract costs, other than minor increases for cost-of-living.

Mr. Sharadin inquired how effective fountains are to bubbler systems. Mr. Tucker replied that fountains cost more to operate and are more effective in shallow waters, but this is a minor factor in our lakes. He did offer that if the BOD decides to maintain the fountains, there are newer types with better technology and spray patterns that do a better job. There ensued a discussion on the merits of doing away with fountains altogether, as advised by a previous BOD; this will be discussed further in a future meeting. To replace a fountain costs approximately \$4500-\$6000, and an additional \$1500 for lighting.

- c. Frequency: VLM conducts inspections twice monthly, sometimes by boat, and reports results to Bob Spell and Dan Harrington.
- d. Future Business: Mr. Tucker agreed to submit a contract proposal to continue VLM services with the addition of inspection/maintenance of the bubbler systems, in exchange for TLHA foregoing the yearly 5% discounted rate. Mr. Greg Garrett remarked that Chesapeake Bay Management Regulations scheduled for 2010 may force homeowners to cut back drastically on use of lawn fertilizers, which are creating a major impact on the health of the Bay, and that we should be prepared to deal with these changes.

## 6. Committee Reports.

- a. Treasurer's Report: Charles Rossi was not available to deliver the report, but Dave Otto pointed out major expense areas and explained the breakdown of our Lakes Contingency Fund from our other investment funds. The BOD moved and approved a motion to table approval of the Treasurer's Report until next month.
- b. Activities Committee – vacant. No report.
- c. ARC – Christel Doucette introduced Jennifer Wong, who, with her husband Oliver, have volunteered to take over ARC activities. The BOD accepted Ms Wong's offer and thanked her for volunteering to work ARC requests. Christel will assist the Wongs in transitioning into the postings.
- d. Grounds Maintenance – vacant. Dave Otto briefed the new BOD that he had previously requested Scottie's Lawn Service to change the frequency of grass cutting at the entrances and commons area to 10 days, vice 7 days, as an economy measure. He explained the previous BOD was concerned that the rising cost of fuel would adversely impact our budget for grounds maintenance. With BOD concurrence, Mr. Otto has agreed to continue the dialogue and pass any info he receives to the BOD. Our budget provides for \$450/month, or \$5600/year to cover grounds maintenance costs.
- e. Management – Bob Spell stated he would forward the latest report to the Secretary, for dissemination to the Board.

- f. Neighborhood Watch – Christel Doucette stated a car was stolen on recently. There was also a report of a peeping Tom incident, but the homeowner never filed a report with the Sheriff's Department, so we don't know if it was valid. Mr. Busdeker related a recent incident in which he and a neighbor collared two 15-yr olds who were ringing doorbells on Jonathan Junction at 1am; they were turned over to their parents for correction. Ms. Doucette stated she now has 2 volunteers for Block Captain; we still need more Block Captains in order to have a full-fledged, operational Neighborhood Watch program.
- g. Newsletter – Shirley Flanagan reminded the BOD that we have a 17 November deadline for submissions to the final 2008 newsletter, which is due out on 1 December. She requested submissions to introduce the new BOD members for 2009, Yard-of-the-Month, and announce the 2009 Assessment to residents. After some discussion, she agreed to give members until 22 November for submissions, since the new BOD has just taken over and may need extra time. Finally, all submissions need to be forwarded to BOD President Dave West, before they will be approved for inclusion in the next newsletter.
- h. Stormwater Management – Lou Lafrenaye stated the new outflow pipe under looks sufficient to mitigate future flooding problems. He proposes combining the Stormwater Management function with the CERT Team (Community Emergency Response Team) at some future date. He also offered to conduct a briefing and neighborhood walk-through inspection for new BOD members, on both the Stormwater and CERT responsibilities and how our system works. Date is TBD. Mr. Lafrenaye also stated that with the recent graduation of 3 qualified CERT members, his team numbers 19 residents.
- i. Website Manager – Clint Flanagan stated that he had made recent improvements to our website at [www.tabblakes.org](http://www.tabblakes.org), to improve appearance and functionality. We now have 53 residents signed up for the e-version of the TLHA Newsletter, and hope to gain more. His immediate plans are to update the list of Board Members on the website, along with their contact numbers.
- j. Welcoming Committee – Donna Clifton stated that we have had no new home buyers since the end of July. We have had new renters, but there is no good way to track them. She invites residents to submit names/addresses of any renters who move in, so we can present them with a Welcome Packet.
- k. Treasurer – Charles Rossi handed out copies of the budget spreadsheet, through mid-November 2008. Current Operating Fund balance is \$40,657 and our balance is \$135,718. Copies of the budget report are freely available to residents via request through any Board member.

## 7. Old Business

- a. – This residence has been a continuing problem for years, due to the high rate of violations and the resident's frequent refusals to correct problems. Past problems have included stained roof, rust stains on chimney cap, excessive growth of weeds in the yard, and trash items left all over the yard. The roof stains and chimney were cited in June and several certified letters were returned to the BOD unsigned for, although at one time the resident agreed to make corrections in a meeting with the Board. Since that time, he has made no effort to contact the Board or appear at a BOD meeting to make protest over the letters he has received. After some discussion, the BOD moved and approved a motion to begin assessing daily fines

effective midnight, 13 November, and sending the residents a letter advising them of the fines. All agreed it was time to take action.

- b. 500 Bridgewood – Mr. Sharadin stated that the resident had called him prior to the October homeowners’s meeting and asked to appear at the November meeting to discuss his writeup for roof stains, because he claimed he had washed the roof several times without success. He failed to show up for this meeting. However, Mr. Magnotta stated that it appears he was successful in cleaning the shingles recently.

8. Lee Property Management Report – due to the elections of new BOD officials, LPM has agreed to defer a briefing until next BOD meeting. Mr. Rob Cox therefore gave the new BOD members a quick briefing, stating that inspections are conducted twice per month, and that Disclosure Packets now cost new residents \$180 due to increased printing and collating costs.

9. New Business:

- a. Annual assessment letters will go out on 1 December; the BOD will have to schedule a “stuff and seal” session to put them together sometime around Thanksgiving, and then carry them to the post office. Assessments will be due on 1 Feb 2009. Mr. Otto has prepared address labels and return envelopes for the Association.
- b. Filling in vacant BOD positions. The BOD enthusiastically approved Ms. Doucette’s proposal to rejoin the Board for the remainder of her term, which ends in 2009.
- c. The next BOD meeting is scheduled for 16 December. Mr. Sharadin agreed to schedule the meeting room with the Tabb Library.

10. The Board of Directors meeting adjourned at 9:00 pm.

Respectfully submitted by: Ellis Sharadin, Secretary, on 12/16/2008.