



Beacon Hill Townhomes Condominium

Meeting Minutes Annual Owner's Meeting

October 24, 2017

Brandywine Hundred Library: Downstairs Program room

1. Meeting Called to Order at: 6:40 pm by Dick Stausebach.
2. Welcome and Introductions: Dick Stausebach, President per resignation of Sheila Lamphear. Dick thanked Sheila for her 17 years of service on Council.
3. Roll Call and Certification of Proxies: 15 owners present; 3 proxies; quorum of 18.
4. Approval of Minutes from 2016 Annual Owner's Meeting: All approved.
 - a. Question from Elaine Sherman (119) regarding scope of duties for Peg Savoia. Savoia provides financial and administrative functions only. Council takes responsibility for maintenance by obtaining bids, hiring and supervising contractors.
5. Treasurer's Report: Terri Lacoff
 - a. Treasurer's report to be posted on community website.
 - b. 2018 Budget: Reviewed by Terri. Budget to be posted on community website.
 - c. Monthly condo fee will be decreased to \$174 per month, effective January 1, 2018.
 - d. Decrease in condo fees is a result of the increase in collections of fees while general maintenance and snow removal expenses came in below the budget for the year. As a result, the surplus cash was used to fund the capital improvement projects (paving and shutters) versus funding it from the Reserve funds, thereby allowing the Reserve contribution for 2018 to be reduced.
 - e. Substantial savings have been realized by hiring Peg Savoia for our financial and administrative duties instead of a full-service management company. Terri explained that if a future Council chooses to engage a full-service management company, most likely the condo fee will increase.
6. Landscaping Report: Dick Stausebach
 - a. We have the same contractor for lawn maintenance and snow removal this year with no price increase as we signed a 2-year contract with Jay's Landscaping last year.
 - b. Ornamental trees, trees overhanging parking lot and trees overhanging fence from single-family homes have been trimmed.
 - c. Center Court entry has been re-landscaped.

- d. Underbrush has been cleaned up on the parcel of land on Mousley that we maintain.
7. Recap of Rule Change made this year: Dick Stausebach
 - a. One rule was added requiring Council permission for use of common grounds for parties. Goal is to make sure there is no interference with landscaping or tree trimming.
8. Maintenance: Terri Lacoff
 - a. Shutter replacement will be completed this year or early next year. All shutters will be brought into uniform style and colors (brown, green and some preexisting blue) as many different variations of color and style were put up throughout the years.
9. Election of Council members.
 - a. Five Council seats are up for election: two vacancies and three terms that end in 2017 (Dick Stausebach, Terri Lacoff and Dorothy Hyatt)
 - b. Terri, Dick and Dorothy volunteered to continue on Council and were re-elected by voice-vote for 3-year terms ending in 2020.
 - c. Nominations from the floor for the additional 2 vacancies were requested. No one volunteered. Council can appoint additional members at a later date.
10. Owner's concerns:
 - a. Elaine Sherman (119) brought up a concern regarding the multiple different colors of fences. Some are rust, brown, or naturally weathered. Current rule allows for brown paint/stain, resulting in various colors. Could there be more consistency of color? Currently any fence replacement requires approval from Council and color choice will be one element.
 - b. Frank Wagner (200) asked: Were the fences ever the responsibility of the association? Not since they were all replaced after they were blown down in hurricane Gloria in 1985. Uniformity of appearance and maintenance improves the look of the community. Council is committed to maintaining a uniform appearance as far as possible. Fences are part of our common elements. Maintenance of fences is the responsibility of unit owners according to standards specified in our rules.
 - c. Elaine Sherman observed that some units don't have front storm doors. Currently, there is no specific requirement for storm doors in our Code or Rules.
 - d. Eugene Zeng (236) asked about colors of doors and windows. Dick explained that windows must be brown. The color palette for doors has been removed from the website due to variations of colors on computer screens or printers, so an actual paint swatch must be submitted to Council for approval. Storm door colors must be earth toned in the color tones adopted by Council and approval must be obtained beforehand.
 - e. Sonja Djurdevic (216) brought up that she does not think that so much uniformity looks nice. She also puts trash and recycle out in bags instead of receptacles. How will Palmatary's distinguish trash from recycling now that trash and recycling pickup is on the same day? It was suggested she put trash in black bags and recycle in white bags. She also has a detached gutter. Terri will have it looked at.
 - f. Olga Kotler (230) was advised her Unit's front gutter leak was sealed.
11. Adjournment at 8:40.