

Ballymeade Maintenance Corporation
Board Meeting

Date: January 31, 2019, 7:00 p.m.

Attendees: PETER HAGGERTY | MIKE PETRUCCI | JOHN POWELL | CINDY DEYOE
PHIL LASCALA | RON WHITE (*PENCO*)

Agenda / Updates:

- Phil provided a short demonstration and answered questions regarding accessing and using the Ballymeade security camera web-portal. Maginot Security will be contacted about some questions related to the video feed from one of the cameras.
- Phil will create a Ballymeade Spring newsletter for the neighborhood that will be delivered through email
- Trash bin audit for Q1, 2019 will begin the first weekend of February. John has volunteered to take-on the audit for the year.
- An initiative to obtain more email addresses from neighborhood residents in an effort to improve communication for residents of Ballymeade will continue. John will make an effort to contact residents within the community as he sees them and acquire email addresses from residents where possible.
- New community signs for the pond area have been ordered which will indicate no swimming or feeding the wild life. The signs will be mounted and posted once the ground has thawed.
- Street parking during snow events - Reminders will be posted online and mailed to all residents about **not** parking on the streets while the snow plows are removing snow. Vehicles parked on the street make snow removal difficult for the plows to navigate around vehicles on the street. It also causes more work for residents who then must shovel the street beyond their driveways since the plows are unable to access this areas because of the street parked vehicles.
- Parking on sidewalks - This is a common problem in the neighborhood. Parking on sidewalks requires children and parents with strollers to enter the street in order to pass the parked cars. Also parking vehicles on a sidewalk can cause cracks in the sidewalk to form and eventually lead to costly repairs for homeowners.
- A periodic maintenance check of homeowner's outside properties will take place during the year. Letters reminding homeowners of the neighborhood deeds and by-laws will be mailed as needed.

Homeowners should remember to submit an ARC review anytime they plan to make updates or changes to home or property, i.e. painting, staining or additions

- Ballymeade landscape – Community landscaping maintenance continues as normal. Tree maintenance needs are increasing while tree enhancement needs has decreased. It was determined that money budgeted for tree enhancements would be moved to further fund on-going tree maintenance in the budget. The BMC landscaping service will spray and treat trees for disease as needed. Dumping has been observed near the pond and across the street from the pond. Cleaning of storm water basins and grates is on-going.
- Annual meeting – Preparations were made for the Ballymeade annual meeting. Board members reviewed the meeting presentation. Various updates were made to the presentation at the meeting. Ron will send a copy of the updated presentation to board members for review. Any further updates provided to Ron will be implemented. Those final updates will be sent to members for final approval. Representative Sean Matthews will be invited to the annual meeting. The meeting will be held at the Brandywine Town Center at 7:00pm. A sign will be posted at the entrance of the neighborhood reminding residents of the annual meeting.
- Board member positions – Two board positions will be up for election this year. Any nominations should be submitted by the February 18. An approval vote for board member nominations will be held at the annual meeting on the same date.
- Budget review - An extensive review of the 2018 budget was done during the second half of the meeting. Cindy led the review line by line while all comments and questions by board members were addressed. Ron will provide Cindy with copies of any maintenance contracts or invoices that may be needed for additional budget detail. Final budget numbers will depend on the final snow removal costs for the season. The budget and reserves were deemed to be in good health. No increase in annual homeowners' assessment was forecasted in the coming year. Review of the BMC budget plus an approval vote will take place during the annual meeting on February 18.